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1. Solicited Submissions - Book Reviews, Research Reviews.

Solicited submissions will be requested by the editor or by a member of the editorial board. Each solicited submission will be reviewed by an expert in the subject matter of the book to be reviewed. A maximum length will be 750 words, and the text will include a brief description of the subject matter addressed by the volume, its outstanding strong points, and any obvious weaknesses. Research Reviews will be requested to serve as extensive surveys of the literature of an area of science in which Academy members have an interest. In general, reviews will comprise five to ten printed pages. Organization and format of solicited material will be determined by the author(s) and the editorial staff.

Unsolicited submissions, in the form of presentations of qualitative or quantitative data pertinent to any of the sections of the Academy listed inside the front cover, will be considered for peer review. Research Notes are manuscripts which will be published in two printed pages (i.e., less than six pages of typescript) and will contain no more than one piece of illustrative material (i.e., table, figure, or other illustrations). The editor will identify papers which meet these criteria as Research Notes if not so categorized by authors. Research Reports are papers which will extend beyond two printed pages and which will contain two or more pieces of illustrative material. Regardless of the length of manuscript, unsolicited submissions should be organized according to the following format:

Page 1 - Title, Author(s), Affiliation(s), Abstract

Page 2 and the remainder - Body of the Paper in the order: Introduction, Materials and Methods, Results, Discussion, Acknowledgements, Literature Cited, Tables, Figure Legends, Figures.

STYLE. The general style of papers previously published by THE OHIO JOURNAL should be employed, and can be determined by reading recent issues of THE OHIO JOURNAL. Manuscripts should be typewritten with wide margins on 21.6 by 27.9 cm (8.5 x 11) paper, and be double spaced throughout including the title and abstract. The only words to be underlined are scientific names. Spell out numbers one through nine and use Arabic numerals above nine. Extensive quotations in the text should be typed slightly indented from the other text. Acceptable symbols and abbreviations for units of measurement should be used as given in the CBE Style Manual, 5th ed. (Council of Biology Editors, Inc., 9650 Rockville Pike, Bethesda, MD 20814). This volume is used for editorial decisions regard to style. Primary text reference should use the International System of Units in all cases, with parenthetical reference to English units at the discretion of the author.

The following guidelines should be adhered to in the organization of the manuscript.

TITLE, AUTHOR(S), AFFILIATION(S). The first page of the manuscript should contain the title, author(s) name(s), the affiliation of the author(s) at the time the research was carried out, a shortened title (running head), and the abstract. The title must be typed in capital letters, and all words of four or more letters should be capitalized. The running head should be limited to less than 50 characters. The abstract must be limited to less than 250 words and should be typed double-spaced.

LITERATURE CITED. References to scientific literature should be arranged alphabetically by first author's last name according to the following examples:


Abbreviation of journal titles should be supplied by the author, and should follow the CBE Style Manual form. References in the text are of the form Patterson (1940) or (Patterson and others 1970). If the reference appears in the text, the form should be Patterson et al. (1940), with all authors listed in the Literature Cited section.

TABLES. Tables must be typed double-spaced, one table to a page, numbered consecutively, and placed in the manuscript after Literature Cited. Since tables must be individually typeset, consolidation of data into the smallest number of tables is encouraged. A horizontal double underline should be placed beneath the table of the table, and each number should be made the width of the table below the column headings and at the bottom of the table. Do not use vertical lines, and do not place horizontal lines in the interior of the table. Footnotes should be used to clarify possible questions within the table, and should be noted by asterisks, daggers, or other symbols to avoid confusion with numerical data. General style of tables can be seen in recent issues of THE OHIO JOURNAL.

FIGURE LEGENDS. Each figure must have a complete legend even though the material is described in the text. The legends should not be placed on the figure, but should be typed in order, double-spaced, on a separate sheet which precedes the figures in the manuscript. Figures should be referred to parenthetically in the text, for example (Fig. 1).

FIGURES. All illustrations are referred to as "figures," and must be numbered consecutively. Figures may be photographs, or hand- or computer-generated line drawings in black ink. For the sake of economy, closely related illustrations should be grouped close together on one white cardboard for reproduction as a single unit; however, line drawings and photographs should not be grouped together or combined in a single figure. Each figure, or collection of figures in a plate, should be identified along the top edge with name of author(s) and figure number, and on the back with name of author(s) and manuscript title. Illustrations other than those generated by the author must bear permission for use and credit to the originator. ORIGINALL ART WORK WILL NOT BE RETURNED UNLESS SPECIFICALLY REQUESTED AT TIME OF SUBMISSION. The size and proportions of each illustration, or group of illustrations should be suitable for reduction to the width and length of the printed page (17.8 x 24.1 cm; 7 x 9.5 in). Care should be taken to minimize the space occupied by any figure, and excessive white space should be avoided. Line drawings should not exceed 20 x 25 cm (8 x 10 in). If carefully drawn, figures need be no more than 35% larger than the size desired in print. Lettering should be done so it can be read after reduction. On maps and other illustrations where original size is a concern, a graphic scale should be incorporated into the figure. Besides the original art work for each illustration, two photocopies of each should be submitted to avoid delay in the review process.

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Attention to the above instructions will minimize the need for revision and editorial correction, and will shorten the time from submission to publication. Any questions which are not answered by these instructions, by examining papers in recent issues of THE OHIO JOURNAL, or by the CBE Style Manual, 5th ed., should be addressed to the editor.
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