Back Matter
PREPARATION OF MANUSCRIPTS FOR PUBLICATION IN
THE OHIO JOURNAL OF SCIENCE

The following suggestions are presented in order to minimize revisions and editorial corrections. Uniformity of style and format necessitates attention to detail by authors.

STYLE. Recent issues of the Journal should be examined so that authors become familiar with its general style. Manuscripts should be neatly typewritten on 8½X11 inch paper with wide margins and double-spacing throughout. Pages should be numbered consecutively. Extensive quotations in the text should be typed with slightly wider margins. Words and numerals to appear in italics should be underlined in the typed copy. Acceptable symbols should be used for units of measurement; e.g., see Style Manual For Biological Journals, compiled by the Conference of Biological Editors of the American Institute of Biological Sciences, 2000 P Street, N. W. Washington 6, D. C.

Title is to be typed in capital letters. Scientific names of organisms in the title should be underlined. The author's name should be typed in capital letters below the title. The address of the department, institution, city and state which are to be credited with supporting the author and his work should be typed (caps and lower case) below the author's name and underlined. If more than one institution is to be credited, their names should appear in the order corresponding with the authors' names.

Main headings are to be typed in capital letters, centered and not followed by a period; secondary headings are to be typed in lower case with the initial letter of main words capitalized and each word in the heading underlined. Words and numerals to appear in italics should be underlined in the typed copy. Acceptance of style and format necessitates attention to detail by authors.

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Figure captions should be typed, double-spaced, in a list on a separate sheet of paper included with the manuscript to go to the printer. They should not be affixed to the figure which goes to the engraver.

Caption of figures assembled together may be typed, double-spaced, on a separate sheet of paper with the heading FIGURE CAPTIONS. Figures are referred to in the text as "figure 1" or "(fig. 1)." Line drawings and photographs cannot be combined in a single engraving.

Each figure must have a suitable legend, even though it may be completely described in the text.

FOOTNOTES. Footnotes to tables are permissible as described above. Reference to the literature is not permitted as a footnote but must be handled as described below. Acknowledgments are incorporated in the regular text at the end of the summary, just before Literature Cited.

Text footnotes are to be avoided and only two kinds are permissible. A footnote on the title may be used to state "Department publication No. . . ." or "Part of a dissertation submitted in partial fulfillment . . ." A footnote on the author's name may be used to state "Present address. . . ." or "Fellow of the. . . ."

All other material or comments must be incorporated in the text.

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ABSTRACTS. The abstract should be a concise summary of the significant facts contained in the paper. It should be sufficient within itself in presenting the main conclusions of the paper, any new compound, species, or mineral, etc. described, and any new methods of procedures critical to the results presented in the paper. It should be brief and not exceed 250 words, but complete sentences should be used to promote comprehension and clarity and to avoid ambiguity. Words such as "are presented" or "is explained" should be avoided. Abstracts are not to contain illustrations, tables, references, or footnotes.
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