

# *The Ohio Journal of Science*

## Author's Instructions for Preparation of Manuscripts

*The Ohio Journal of Science* considers for publication **solicited Book Reviews** and **Research Reviews**, and **unsolicited Brief Notes** and **Research Reports**. Solicited submissions will be requested by the editor or member of the editorial board. Book reviews will be requested of experts in the subject matter of the book to be reviewed. 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.

Unsolicited submissions, in the form of presentations of quantitative or qualitative data pertinent to any of the sections of the Academy listed inside the front cover, will be considered for peer review. Brief notes are manuscripts that are less than 2 printed pages (approximately 6 typed pages) and contain no more than one table, figure or other type of illustration. The editor will identify papers which meet these criteria as Brief Notes if not already categorized as such by the author. Research Reports are those papers which are longer than 2 pages or contain more than one illustration.

All manuscripts will be organized as follows:

Page 1 – Title, Author(s), Running Head, Abstract

Page 2 and remainder – Introduction, Materials and Methods, Results, Discussion, Acknowledgments, Literature Cited, Tables, Figure Legends, Figures.

**STYLE. The CBE Manual for Authors, Editors, and Publishers, 6th ed. is used for editorial decisions with regard to style.** Manuscripts should be typewritten using 1 inch margins on 8.5 x 11 inch paper. Text should be left-justified using elite print (twelve characters per inch). Three copies should be submitted. Manuscript should be double-spaced throughout, including the title and abstract. Arabic numerals should be used in preference to words when the number designates anything that can be counted or measured (7 samples, 43 species). One exception to this use is that numerals are not used to begin a sentence (Twenty-one species were found in . . .). The 2nd exception is when 2 numeric expressions are adjacent in a sentence. The number easiest to express in words should be spelled out and the other left in numeric form (The sections were divided into eight 4-acre plots.).

**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 upper and lower case letters as it will appear when typeset. Name(s) of the author(s) should be typed in capital letters below the title. The address (department, institution, city, state, postal code, country if not USA) should appear below the name of the author(s). If more than one institution is to be credited, they should appear in the order of the authors' affiliation. A running head of not more than 38 letters and spaces should be typed in capital letters between the address and the abstract.

**ABSTRACT.** The abstract should summarize the main conclusions and any new methods or procedures critical to the results of the study. It should be 250 words or less.

**INTRODUCTION.** The introduction should describe the knowledge that gave rise to the question examined by, or the hypothesis posed for the research.

**MATERIALS AND METHODS.** This section should describe the research design, the methods and materials used in the research (subjects, their selection, equipment, laboratory or field procedures), and how the findings were analyzed.

**RESULTS.** The text of the results should be a descriptive narrative of the main findings, of the reported study. This section should not list tabulated data in text form. Reference to tables and figures included in this section should be made parenthetically in the text.

**DISCUSSION.** This section should compare and contrast the data collected in the presented study with that previously reported in the literature. Unless there are specific reasons to combine the two, as

explained by the author in the letter of transmittal, Results and Discussion should be two separate sections.

**ACKNOWLEDGMENTS.** Colleagues and/or sources of financial support to whom thanks are due for assistance rendered in completion of the research or preparation of the manuscript should be recognized in this section rather than in the body of the text.

**LITERATURE CITED.** References to scientific literature should be arranged alphabetically by first author's last name using the Name/Year (N-Y) method as described in the CBE Manual.

### *Journals*

Author(s). Year. Article title. Journal title volume number (issue number): inclusive pages.

Thomison JB. 1988. Uniform requirements for manuscripts. *South Med J* 81(8):947-52.

Form of citation: (Thomison 1988)

### *Books*

Author(s). Year. Title. Place of publication: publisher name. Number of pages.

Voet D, Voet JG. 1990. *Biochemistry*. New York: J Wiley. 1223 p.

Form of citation: (Voet and Voet 1990)

Multiple author citation: (Steiner and others 1992)

**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 made beneath the title of the table, and single underlines 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.

**FIGURES.** All illustrations are referred to as "Figures" and must be numbered consecutively. Figures may be photographs, hand-drawn or computer generated drawings in black ink. Each figure should be identified along the top edge with the name of the 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(s) must bear permission for use and credit to the originator. **ORIGINAL ARTWORK WILL NOT BE RETURNED UNLESS SPECIFICALLY REQUESTED AT TIME OF SUBMISSION.** Each figure must have a complete legend. The legend 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). The size and proportion of each illustration should be suitable for reduction. Excessive white space should be avoided. Illustrations will be reduced to one column width (3 and 3/8 inches) or two column width (7 inches) at the discretion of the editor. Lettering should be done of a size to ensure that 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.

**FOOTNOTES.** Text footnotes should not be used with the following exceptions. A footnote to the title will be added editorially to state the dates of manuscript submission and revision. A footnote to name(s) of author(s) may be used to indicate present address different from that at which the research was done, or to indicate the author to whom inquiries should be directed. All other material or comments must be incorporated into the text. Literature Cited should not be inserted as footnotes. Footnotes to tables are permissible, and are encouraged to promote clarity.

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, or by consulting the **CBE Manual for Authors, Editors, and Publishers, 6th Edition**, should be addressed to the editor.

# STONE LABORATORY SUMMER COURSES 2000

## UPPER-LEVEL TERM COURSES

*Courses meet three days a week  
for approximately five weeks*

Designed for undergraduate and graduate students in biological sciences, education, and natural resources; professional biologists and ecologists; and biology and general science teachers.

- Aquatic Entomology
- Experimental Aquatic Ecology & Research
- Field Zoology
- Fish Ecology
- Higher Aquatic Plants
- Limnology

## COURSES FOR EDUCATORS

*Classes meet daily for one week*

Designed for classroom teachers, non-formal educators, and education majors (senior rank by summer 2000).

- Geologic Setting of Lake Erie
- Global Change Education
- Insect Biology for Teachers
- Marine & Aquatic Education: Tropical Studies
- Marine Biology for Teachers
- National Curricula for Water Education (3 Sundays)
- Ornithology for Teachers
- Principles of Oceanography for Science Teachers
- Project Exploration Seminar for Teachers

## INTRODUCTORY COURSES

*Classes meet daily for one week*

Open to college and select high school students.

- Aquatic Biology
- Field-Based Oceanography
- Insect Biology
- Local Flora
- Study of Birds

Students enrolled at Ohio state-assisted colleges and universities may be able to enroll in Stone Laboratory courses through their home institutions. Stone Laboratory also offers scholarships and employment opportunities.

## FOR INFORMATION

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# A HANDS-ON SCIENCE EXPERIENCE



**Sea Grant**  
Ohio Sea Grant College Program

THE  
OHIO  
STATE  
UNIVERSITY

**REQUEST APPLICATION MATERIALS ON-LINE AT  
[WWW.SG.OHIO-STATE.EDU](http://WWW.SG.OHIO-STATE.EDU)**

**S**tone Laboratory, The Ohio State University's north coast campus, is the Lake Erie research and teaching laboratory for the Ohio Sea Grant College Program. Located on the 6.5-acre Gibraltar Island in Put-in-Bay harbor, this facility is the oldest freshwater biological field station and research laboratory in the United States. Since its establishment in 1895, both students and professional biologists have conducted significant research focusing on the ecology of Lake Erie and the Great Lakes region.

Students earn college credit through classroom, laboratory, and field studies, while gaining a comprehensive background in freshwater systems and information on the unique environmental attributes of Lake Erie. At Stone Laboratory, participants will:

- Examine the ecosystem around Stone Laboratory with leaders in science who bring classroom concepts to life.
- Improve research skills with practical, hands-on experience in a living laboratory.
- Earn college credit while still in high school.
- Enhance teaching skills in environmental sciences.
- Live, study, and work on an island for one to 11 weeks.
- Get to know professors personally in small classes (12 to 20 people).
- Prepare for college, graduate school, a future career, and life.

## OTHER USES OF STONE LABORATORY

**Custom-designed aquatic science workshops/field trips** are offered from mid-April through October. Science teachers who teach 4th grade classes and higher are encouraged to bring their students to Stone Laboratory for one to two days of field study. Stone Laboratory can provide laboratories, research boats, field equipment, and experienced field ecologists for such groups.

**Conference and retreat facilities** are available from mid-April through October. The isolated, informal atmosphere on the island makes it ideal for these programs.

**Research facilities** at Stone Laboratory are available year round.