CAMBRIDGE Instructions for Contributors

Environmental Conservation

The main criteria for the decision to accept papers are relevance to environmental conservation practice, originality, scientific rigour, interdisciplinarity, acceptability of style and concision. *Environmental Conservation* pre-screens papers and employs an interactive processing and editing procedure. We receive many more submissions than we have space for and the final decision rests with the Editor.

Submission of Manuscripts

All material to be considered for publication must be submitted in electronic format via the journal's ScholarOne online site at http://mc.manuscriptcentral.com/envcon. New authors should create an account prior to submitting a manuscript. Submissions should be typewritten, double-spaced, on A4 or US letter paper, and supplied electronically as Word files. PDF files are not acceptable.

Submissions of the following types are accepted for review in the Journal:

- Subject Reviews (<8000 words including legends and references)
- Research Papers (<6000 words including legends and references)
- Reports (<4000 words including legends and references)
- Comments (<2000 words including any legends and references)

Papers will be pre-screened for compliance with these Instructions. Papers selected for review are sent out to referees, who agree to undertake the refereeing within a short period of time. Where papers are revised in response to review, the same reviewers will be invited to review but cannot be guaranteed.

Environmental Conservation employs a single-blind peer review system.

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Preparation of Manuscripts

General

Papers must be clearly written in English. A recent issue of the journal from Volume 40 onwards should be consulted for style. Units, symbols and related matters are based on the CBE Manual *Scientific Style and Format* (6th Edition, 1994, ISBN 0-521-47154-0).

Text should be prepared in Word or rich-text format in a common 12-point font such as Arial. Text lines should have continuous numbering and all pages should be numbered. The first (title) page must include author names (capitals) and full addresses where the work was carried out. The corresponding author should provide an email address. Current addresses, where different, should also be given, and a word count (including references and legends) provided.

The second page of Research Papers, Reports and Subject Reviews requires a Summary that is concise and informative, succinctly expressing the context, purpose, approach, findings and implications of the study. There should be no literature citations or unexplained abbreviations. Avoid phrases such as 'are described', 'will be discussed', etc. Comments do not have a Summary, but please remember that <u>all</u> submissions require an additional Abstract at submission, which is used in the review process.

Research papers and Reports will have Introduction, Methods, Results, Discussion, References and Figure Legend sections. The Methods section should include essential details of study area, analyses and sources of data. Each Table and Figure should be loaded as a separate file; format details are provided below.

A Subject Review should have sections appropriate to the topic addressed, but any methods (e.g. selection of sources, statistical analyses) should be detailed in a separate section.

Please note that footnotes are not used in the Environmental Conservation.

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Before submitting your manuscript you may wish to have it edited for language, particularly if English is not your first language. Authors are liable for all costs associated with such services. Spelling should conform to *The Concise Oxford Dictionary*, 10th edition or later. Scientific names of genera, species and subspecies, but not of higher groups should be italicized. Foreign words should be italicized at their first mention, where they also must be defined and explained, but thereafter may be written in normal typeface.

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References

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These statements are to be included on the paper after the main body of the article, and before the references.

Acknowledgements

You may acknowledge individuals or organizations that provided advice or non-financial support. Formal financial support and funding should be listed in the following section.

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(Revised 16/09/15)