
INSTRUCTIONS FOR AUTHORS

RAYMOND A. SAUMURE^{1,2}

¹*Department of Natural Resource Sciences, McGill University, 2111 Lakeshore Road, Ste. Anne de Bellevue, Québec H9X 3V9, Canada, e-mail: insculpta@gmail.com*

²*Springs Preserve, 1001 South Valley View Blvd, Las Vegas, Nevada 89107, USA*

Abstract.—*Herpetological Conservation and Biology* is an open-access, peer-reviewed, international journal that publishes original research, reviews, perspectives, and correspondence on the ecology, natural history, management, and conservation biology of amphibians and reptiles. The journal's focus stresses the importance of natural history to conservation efforts. Manuscript topics considered for inclusion include all aspects of natural history (e.g., behavior, parasitology, and physiology), ecology, sampling design and techniques, field studies, inventories, long-term monitoring, and management case studies. Manuscripts with strong applied conservation objectives or implications that employ genetic techniques as tools will be considered for publication. Authors who are unsure of the suitability of their manuscript for submission to *Herpetological Conservation and Biology* should contact the appropriate Section Editor for guidance. Upon final acceptance, articles are published electronically in a portable data file (.pdf) format with full pagination. Articles will be published and archived at <http://www.herpconbio.org>. An archival copy will be provided *gratis* to a network of key university libraries and public institutions.

Key Words.—citations; formatting; grammar; instructions; manuscript; style; syntax; topics

Scope of Journal

Herpetological Conservation and Biology is an open-access, peer-reviewed, international journal that publishes original research, reviews, perspectives, and correspondence on the ecology, natural history, management, and conservation biology of amphibians and reptiles. The journal's focus stresses the importance of natural history to conservation efforts.

Submission and Format

Manuscripts must be submitted electronically as Microsoft Word documents to the appropriate editor:

Amphibians David F. Bradford	Chelonians Raymond A. Saumure	Other Reptiles David J. Germano	General Herpetology Ann V. Paterson
	Special Publications Stanley E. Trauth	Photo Gallery Daren Riedle	

Upon final acceptance, articles are published electronically in a portable data file (.pdf) format with full pagination. Articles will be published and archived at <http://www.herpconbio.org>. An archival paper copy will be provided *gratis* to a network of key university libraries and public institutions. Moreover, the journal is archived electronically at <http://www.archive.org>. Offprints will not be produced; however, authors can download a locked PDF for distribution. There are no page charges. Upon final acceptance, manuscripts will be published in the next available issue. *Herpetological Conservation and Biology* strives to publish at least three issues per calendar year. Articles are indexed presently in Biology

Browser, CAB Abstracts, Directory of Open Access Journals, EMBiology, Google Scholar, Scopus, and Wildlife Review Abstracts. *Herpetological Conservation and Biology* papers should be cited using the following format:

Bury, R.B. 2006. Natural history, field ecology, conservation biology and wildlife management: time to connect the dots. *Herpetological Conservation and Biology* 1:56–61.

Types of Contributions

Herpetological Conservation and Biology welcomes the submission of original experimental, descriptive, and/or inferential research. Manuscripts categories include:

- (1) Research Articles (Includes techniques papers);
- (2) Forums (Invited contributions only: Critical reviews, rebuttals);
- (3) Invited Papers;
- (4) HerpSpectives (Open to contributions: Historical reviews, commentaries on HCB articles);
- (5) Point-Counterpoint;
- (6) Classics in Herpetology; and
- (7) Special Issues.

Forums are invited contributions that focus on the review or synthesis of a topic within the focal areas of the journal *Herpetological Conservation and Biology*. Authors should indicate in the introduction why such a review is needed at this time. Examples may include "the concept is subject to controversy and distinction between the different theories is needed." Articles are typically large and culminate in a comprehensive address of literature for that field. Reviews that simply duplicate previous reviews and/or books, or that do not add significantly to the status of the science, will not be accepted.

The HerpSpectives category of manuscript is open to contributed manuscripts. HerpSpectives focus on view points, summaries of current research, and commentaries on articles previously published in *Herpetological Conservation and Biology*. These articles address broad-ranging methodology and/or concepts of importance to the focal areas of the journal. HerpSpectives may be review articles. Still, *Herpetological Conservation and Biology* expects a balanced approach that evaluates fairly analyses of data, logic, and/or interpretations of other published works. Tirades or one-sided manuscripts will be rejected by the Editors.

Point-Counterpoint articles or notes challenge or provide additional perspective to a previously published *Herpetological Conservation and Biology* research, forum, or HerpSpective article. Point-Counterpoint articles are similar to HerpSpectives, except that they are focused upon the results or deductions made in a single paper. Articles should be written in a literary reporting style. Most importantly, the attitude of these articles must be professional, informative, and non-confrontational.

Forums, HerpSpectives, and Point-Counterpoint articles must be balanced (e.g., pertinent citations listed with no bias toward one view). Authors are asked to support their arguments in a logical fashion with their own published data on the subject, if appropriate. Discussions should be approached in a persuasive or reporting scientific literary style. Authors should also be aware that well-supported views could become the topic of Point-Counterpoint articles challenging the views put forth. Style and formatting for these types of manuscripts should follow those of [Steen and Smith \(2006\)](#) or [Altig \(2007a\)](#).

Suitable Topics

Manuscript topics considered for inclusion in *Herpetological Conservation and Biology* include all aspects of natural history (e.g., behavior, parasitology, and physiology), ecology, sampling design and techniques, field studies, inventories, long-term monitoring, and management case studies. Manuscripts with strong applied conservation objectives or implications that employ genetic techniques as tools will be considered for publication in *Herpetological Conservation and Biology*. Authors who are unsure of the suitability of their manuscript for submission to *Herpetological Conservation and Biology* should contact the appropriate Section Editor for guidance.

Unsuitable Topics

Short notes describing unique or rare observations, such as are published in the Natural History Notes section of *Herpetological Review*, are not accepted. Moreover, species descriptions, checklists, species accounts, county records, or manuscripts with a focus on systematics and/or phylogeny are not accepted.

Statement of Authorship

Authors must attest that manuscripts submitted to *Herpetological Conservation and Biology* are original and that no portion of a given work has been published elsewhere, in any language. Moreover, authors must affirm that manuscripts, or parts thereof, are not under consideration for publication in another journal. Theses and dissertations do not normally constitute prior publication. Submission of a manuscript implies that, if accepted, the authors consent to the open-access distribution of the published paper, including any photographs contained therein. Authors should submit low-resolution (≤ 200 kb) images of themselves in .jpg format and a brief accompanying biography, all of which should be embedded at the end of the MSWord manuscript at time of initial submission. Copyright is retained by the author(s).

Each manuscript submitted must be accompanied by an “Author Submission Form”, which is available in PDF format online. At the time of submission, the corresponding author must assure that every author listed contributed significantly to the manuscript. A significant contribution implies that authors actively participated in at least three of the following five phases of a research project: (1) conceptual; (2) data collection; (3) analyses; (4) writing the manuscript; and (5) editing the manuscript.

Review of Manuscripts

The editorial staff of *Herpetological Conservation and Biology* will consider requests to avoid specific parties as peer reviewers; however, they provide no guarantee that these requests will be honored. Authors are asked not to submit names of potential peer reviewers, unless requested by the editorial staff.

Acceptance of a manuscript is contingent upon at least two favorable recommendations from anonymous peer reviewers and the concurrence of the Associate and Section Editors assigned to the manuscript. Should a manuscript receive both positive and negative reviews, the Associate Editor may submit the manuscript to a third peer reviewer. Alternatively, the Associate Editor may choose to review the manuscript. Final acceptance rests with the Section Editor.

Peer reviewers will be asked to complete the “Confidentiality Form” provided by the editor upon accepting to review a given manuscript. Comments by peer reviewers will be submitted to the Associate

Editor on the “Peer Review Form” in PDF format. Upon receipt of the reviews, the Associate Editor handling the manuscript will revisit the “Editorial Review Form” to identify inconsistencies between the manuscript and *Herpetological Conservation and Biology* guidelines. To be able to save the PDF forms, authors must have the latest version of Adobe Reader installed on their computers, i.e., Version 8 or later. This free software is available at: <http://www.adobe.com>. Finally, the Associate Editor makes his/her recommendation for acceptance pending revisions / rejection of a given manuscript in consultation with the appropriate Section Editor. Revisions received after six months will be treated as new submissions; however, the corresponding author may request an extension.

Galley proofs will be provided to the corresponding author prior to publication. Authors must respond within 48 hours with any corrections required or the manuscript may be withheld until the next issue.

For 2009, the acceptance rate for manuscripts submitted to *Herpetological Conservation and Biology* was 53%.

Language and Style

Manuscripts must be written in English. Moreover, manuscripts must be clear, concise, and written primarily in the active voice. A second abstract in a language other than English may be included at the discretion of the authors. Upon acceptance, authors may choose to include a non peer-reviewed appendix containing a foreign language version of the manuscript. Authors whose first language is not English are strongly encouraged to have the manuscript proofed by an English-speaking colleague prior to submission.

Please use the US spelling of words, e.g., “color” rather than “colour”. Also, common Latin abbreviations such as et al., i.e., and e.g. should not be italicized; whereas, all others are italicized (e.g., *in vitro*, *ad libitum*, *in situ*, *op. cit.*, and *sensu stricto*). Acronyms should be defined upon first use in the manuscript, e.g., carapace length (CL), snout-vent length (SVL), or temperature-dependent sex determination (TSD). When using numbers in running text, spell numbers one through nine and use numerals for 10 onward (e.g., three lizards, nine toads, 11 salamanders). When numbers are followed by units of measurement, however, the numbers should not be spelled out (e.g., 1,968 ha, 0.3 kg, 3.7 m, 11 km). Use the *Système international d’unités* (SI) when describing units of measure.

The standard reference for English stylistic and grammatical conventions is the Chicago Manual of Style published by the University of Chicago Press. Moreover, authors may wish to consult Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers compiled by the Council of Science Editors and published by Rockefeller University Press in 2006.

The Manuscript

The entire manuscript must be double-spaced; this includes table and figure headings. Use Times New Roman and a font size of 12. Do not right-justify any portion of the manuscript. All manuscript pages are to be consecutively numbered at the bottom of each page. Prospective authors are encouraged to consult recently published *Herpetological Conservation and Biology* articles for stylistic interpretations. Manuscripts that do not follow closely the stylistic guidelines and formats set forth herein will be returned to the corresponding author without review.

Title.—Be brief yet informative. Titles should convey the focus of the investigation and include the scientific name of the species studied. Although *Herpetological Conservation and Biology* prefers that

common and binomial scientific names for North American species follow Crother et al. (2008), authors may choose to use alternative taxonomic designations. Scientific names should be in *italics*. The first letter of each word composing a common name should be capitalized (e.g., American Crocodile, Pygmy Short-horned Lizard, and Timber Rattlesnake).

Abstract.—An abstract is required for all manuscripts. It should be a concise summary of the manuscripts objectives, results, and conclusions. The abstract should begin with “**Abstract.**—” in boldface italics and should not exceed 250 words.

Key Words.—A maximum of eight key words should describe the main aspects of the investigation. They should include the common and scientific names of the amphibians and/or reptiles studied as well as the primary topics of the investigation. Key words should be listed in alphabetical order and separated by semi-colons. They should form a new paragraph that follows immediately after the Abstract. The heading should be two words, in italics, and followed by a period and Em dash (—). Format as shown:

Key Words.—amphibians; biology; conservation; international; journal; reptiles; research; success

Text.—Each research manuscript should be comprised of the following sections: Title, *Abstract*, *Key Words*, INTRODUCTION, MATERIALS AND METHODS, RESULTS, DISCUSSION, *Acknowledgments*, LITERATURE CITED, Tables, Figure Legends, Figures, and Appendices. *HerpSpectives* and other contributions may have fewer categories, as needed. The preceding major section headings should be in small caps, boldface and centered with the exception of *Acknowledgments.*—, which should be lower case, italicized, and indented by 0.33 cm (0.13 inches). Section sub-headings should begin a new paragraph, be indented by 0.33 cm (0.13 inches), boldface, and italicized:

Study site.—Our study site was located on Salado Creek, Independence County, Arkansas. This lowland creek is characterized by its turbid waters and lack of a floodplain...

In-text citations should be in chronological order and separated by a semicolon (Iverson 1991; McCallum and Trauth 2000; Steen et al. in press). Multiple papers by the same author(s) should be cited as (Gibbons 1983, 1990). Do not include a comma between the author and year of publication. Equipment and/or software providers should be cited in running text (Holohil Systems Ltd., Carp, Ontario, Canada) or SYSTAT (SPSS Inc., Chicago, Illinois, USA). Numbered lists should be: (1) more than two items long; (2) have semi-colons between items; and (3) have parentheses on both sides of the numbers. Authors should verify that there are exactly two spaces between sentences.

INTRODUCTION

The Introduction should not be exhaustive; rather it should acquaint the reader to the present state of knowledge through the judicious use of relevant citations. A more complete argument within the framework of published knowledge should be included in the Discussion. In most cases, five citations are sufficient to make a point; alternatively, authors may cite a single review article or an example (e.g., Plummer 1979). Next, authors should state the significance of their work (i.e., how the manuscript addresses a void in the present state of knowledge). Lastly, the introduction should end with a clear statement of the specific objective(s) of the study. In some cases, these would include the specific hypotheses tested.

MATERIALS AND METHODS

This section should provide a level of detail sufficient to ensure future replication of the study. If particularly lengthy, such information can be provided as an appendix. Precise locality data such as latitude and longitude for Special Concern, Threatened, or Endangered species should not be included in the manuscript. Instead, this data should be deposited at an established museum or secure institution that is referenced in the text. Alternatively, sensitive locality data may be provided in an Appendix. *Herpetological Conservation and Biology* will password-protect sensitive locality data provided for such an Appendix. Dates in running text should be formatted as 29 March 2006. Units of time such as year, month, day, hour, minute, and second should be abbreviated as y, mo, d, h, min, and s, respectively. Use the 24-hour system to specify a given time (e.g., 0956, 1645); note the absence of colons and units.

RESULTS

The results section should include neither raw data nor interpretations or conclusions. Authors should strive to summarize data using statistics, tables, and/or figures. Statistical results should be presented in the following format: ($Z = 1.395$, $df = 3$, $P = 0.04$). Morphological mean (range) should be reported as: SVL = 14.3 mm (12.2–16.5 mm). Use Arabic numerals to number sequentially each table and figure. Self-explanatory titles should accompany tables and figures. Such detailed titles are placed at the top of tables; whereas, those for figures should be listed sequentially on a separate page that precedes the figures. Footnotes may be used sparingly for tables; although they are not permitted elsewhere in the manuscript. Figures containing histograms, pie charts, line graphs, etc. must be in black and white to ensure the legibility of any hard copies produced by end users. Photographs may be in color or black and white. Figures should be low-resolution (≤ 200 kb) .jpg files embedded within the manuscript submitted for consideration. High resolution versions of the figures will be requested from the corresponding author after a manuscript has been accepted.

DISCUSSION

An ideal Discussion interprets the relevance of one's data and is a logical conclusion to the Introduction. Authors should strive for the truth rather than present biased discussions in favor of a preferred theory. A discussion should present both sides of an argument and draw upon all relevant publications. Speculative statements that go beyond the scope of a given investigation are strongly discouraged. Still, authors should strive to interpret results that exhibit no clear trend or that contradict their initial suppositions. Authors should indicate aspects of studies that would benefit from further research.

Acknowledgments.—These should appear in the last paragraph prior to the Literature Cited section. The section heading should be in italics and followed by a period and Em dash. Authors should acknowledge individuals and organizations that contributed materially or financially to the project. Also, colleagues that contributed to only one or two of the aforementioned phases of a research project should be acknowledged. Authors should not acknowledge editorial staff or anonymous peer reviewers. Where applicable, Institutional Animal Care and Use Committee (IACUC) protocol and/or research permit numbers must be stated in the acknowledgments. Be direct. For example, for this work it would be as follows: I thank Robert Brodman, R. Bruce Bury, Sean Doody, David J. Germano, Malcolm L. McCallum, Brian Miller, Nancy Karraker, Brian Smith, Stan Trauth, and Andrew Walde for reviewing drafts of this manuscript and pointing out errors and/or omissions. Please do not abbreviate first names.

LITERATURE CITED

The citation formats presented below should be strictly adhered to; otherwise, authors demonstrate a lack of attention to detail and expose themselves to increased scrutiny by editors and peer-reviewers. Likewise, authors should verify that the Literature Cited section contains all in-text citations and vice-versa. Note that there should be only one space between elements of a given citation (e.g., between date and title, title and journal name). In citation titles, the first word following a colon should only be capitalized if it begins a complete sentence.

Conference abstracts, and submitted manuscripts that are not yet accepted, should not be cited. Personal communications, as well as unpublished and non peer-reviewed reports, should be cited sparingly in running text rather than be included within the Literature Cited section (e.g., David Germano, pers. comm.; Patrick Gregory, pers. obs.; Raymond Saumure et al., unpubl. report; Ray Ashton, unpubl. data). Authors may not cite their own unpublished reports; rather, they are encouraged to summarize the information or place it within an appendix. Alternatively, authors may submit such pertinent data in manuscript form to *Herpetological Conservation and Biology*. Websites are to be cited sparingly in running text using the following format: (IUCN, Conservation International, and NatureServe. 2006. Global Amphibian Assessment. Available from <http://www.globalamphibians.org> [Accessed 22 December 2007]). If a particular website is cited more than once, please abbreviate to (IUCN, Conservation International, and NatureServe. 2006. *op. cit.*) for all subsequent citations.

Please note the use of en-dashes without adjacent spaces to separate numerals, whether the numerals represent statistics or a range of page numbers.

Citation Formats

Journal article:

Germano, D.J., and R.B. Bury. 1998. Age determination in turtles: evidence of annual deposition of scute rings. *Chelonian Conservation and Biology* 3:123–132.

Iverson, J.B. 1991. Patterns of survivorship in turtles (order Testudines). *Canadian Journal of Zoology* 69: 385–391.

Iverson, J.B., S.J. Converse, G.R. Smith, and J.M. Valiulis. 2006. Long-term trends in the demography of the Allen Cays Rock Iguana (*Cyclura cyclura inornata*): human disturbance and density-dependent effects. *Biological Conservation* 132:300–310.

McCallum, M.L., and S.E. Trauth. 2000. Curly-tail malformity in hatchlings of the Alligator Snapping Turtle, *Macrochelys temminckii* (Testudines: Chelydridae), from northeastern Arkansas. *Journal of the Arkansas Academy of Science* 54:150–152.

Book:

Gibbons, J.W. 1983. *Their Blood Runs Cold: Adventures with Reptiles and Amphibians*. The University of Alabama Press, Tuscaloosa, Alabama, USA.

Gibbons, J.W. (Ed.). 1990. *Life History and Ecology of the Slider Turtle*. Smithsonian Institution Press, Washington, D.C., USA.

Sokal, R.R., and F.J. Rohlf. 1995. *Biometry: The Principles and Practices of Statistics in Biological Research*. 3rd Edition. W.H. Freeman and Company, New York, New York, USA.

Book Chapter:

Brodman, R. 2005. *Ambystoma laterale*, Blue-spotted Salamander. Pp. 614–616 *In Amphibian Declines: The Conservation Status of United States Species*. Lannoo, M. (Ed.). University of California Press, Berkeley, California, USA.

Plummer, M.V. 1979. Collecting and Marking. Pp. 45–60 *In Turtles: Perspectives and Research*. Harless, M., and H. Morlock (Eds.). John Wiley & Sons, Inc., New York, New York, USA.

Thesis or Dissertation:

Bjordal, K.A. 1979. Nutrition and grazing behavior of the Green Turtle, *Chelonia mydas*, a seagrass herbivore. Ph.D. Dissertation, University of Florida, Gainesville, Florida, USA. 73 p.

Saumure, R.A. 1997. Growth, mutilation, and age structure of two populations of Wood Turtles (*Clemmys insculpta*) in southern Québec. M.Sc. Thesis, McGill University, Montréal, Québec, Canada. 70 p.

Published Report/Serial:

Crother, B.I., J. Boundy, F.T. Burbrink, J.A. Campbell, K. de Queiroz, D. Frost, R. Highton, J.B. Iverson, F. Kraus, R.W. McDiarmid, J.R. Mendelson, III, P.A. Meylan, T.W. Reeder, M.E. Seidel, S.G. Tilley, and D.B. Wake. 2008. Scientific and standard English names of amphibians and reptiles of North America north of Mexico, with comments regarding confidence in our understanding. 6th Edition. SSAR Herpetological Circular 37. 84 p.

Graves, B.M., and S.H. Anderson. 1987. Habitat suitability index models: Snapping Turtle. U.S. Fish and Wildlife Service Biological Report 82 (10.141). 18 p.

Nicoll, M.E., and O. Langrand. 1989. Madagascar: Revue de la conservation et des aires protégées. World Wildlife Fund, Gland, Switzerland.

In Press:

Steen, D.A., M.J. Aresco, S.G. Beilke, B.W. Compton, E.P. Condon, C.K. Dodd, Jr., H. Forrester, J.W. Gibbons, J.L. Greene, G. Johnson, T.A. Langen, M.J. Oldham, D.N. Oxier, R.A. Saumure, F.W. Schueler, J.M. Sleeman, L.L. Smith, J.K. Tucker, and J.P. Gibbs. In press. Relative vulnerability of female turtles to road mortality. *Animal Conservation*.

Tables and Figures.—Authors should create tables using the Tables function in MSWord. Authors should submit low-resolution (≤ 200 kb) figures/images in .jpg format imbedded within the MSWord manuscript submitted for consideration. Also, please submit a photograph of the author(s) and a brief accompanying biography at time of initial submission. Illustrations in color are accepted at no cost to the author(s). Electronic manipulations and/or enhancement to original digital photographs must be disclosed in the figure title. Photographic data must also include the photographer's name, which should be listed as: (Photographed by John L. Behler).

Appendices.—If appendices are > 1 page, then author biographies should precede the appendices. If, however, the appendices are ≤ 1 page, then author biographies should follow them. Appendices may include a variety of additional data:

- (1) Large data sets;
- (2) Sensitive locality data (password protected);
- (3) Translation of manuscript in a language other than English; and
- (4) Additional illustrations (e.g., photographs, x-rays, and/or maps).

Please contact an Editor concerning submission guidelines for Appendices.

Photo Gallery.—Besides the photographs included in their manuscript, authors of accepted manuscripts are encouraged to submit up to 20 high-quality digital images of their research subjects, sites, colleagues, techniques, habitats, etc. for the online photo gallery. Image files must be of the highest resolution possible (≥ 300 dpi), but not exceed 2 MB each. Inclusion in the photo gallery is at the sole discretion of the editorial staff. Copyright is retained by the photographer.

The photo gallery can be viewed at: <http://herpconbio.org/gallery.html>. Once a manuscript has been accepted, photographic submissions should be forwarded to the Photo Gallery Editor.



RAYMOND A. SAUMURE began his career as a Research Associate for the National Museum of Canada's Herpetology Department while attending high school. He received his Bachelor of Science in Biology from the University of Guelph, located in Guelph, Ontario, Canada. His Masters of Science and Doctor of Philosophy (2004) were bestowed by McGill University in Montréal, Québec, Canada for his seminal research on the impacts of agriculture on the North American Wood Turtle, *Glyptemys insculpta*. He designed and maintains the popular website WoodTurtle.com. He has been a member of four IUCN Species Survival Commissions: the Re-introduction, Conservation Breeding, Tortoise and Freshwater Turtle, and Crocodylian Specialist Groups. Dr. Saumure was recently invited to become a member of the Tortoise and Freshwater Turtle Specialist Group (TFTSG) Steering Committee, as well as the Turtle Survival Alliance's Field Conservation Committee. Thus far, he has 40 publications, most of which are on the population ecology, parasitology, and conservation of freshwater turtles. Currently, he is co-editing the TFTSG monograph entitled Conservation Biology of Turtles and Tortoises. In addition to his academic credentials, he has 13 years of experience working for innovative zoological institutions in the United States and Canada. His fields of expertise include: project management, research, education, museum sciences, development of living collections, and wildlife conservation. His extensive animal husbandry experience was obtained while working as an Animal Care Technician at the *Biodôme de Montréal*, as Senior Conservation Biologist for Shark Reef at Mandalay Bay, and currently as the Preserve Biologist for the Las Vegas Springs Preserve. He serves on the Governing Board and as the Chelonian Section Editor of *Herpetological Conservation and Biology*. (Photographed by Andrew D. Walde).