

JOURNAL OF WILDLIFE DISEASES

INSTRUCTIONS FOR AUTHORS

A copy of the Submission Form from the most recent January issue of the Journal or from www.wildlifedisease.org must be completed, signed, and included with the submitted manuscript. Ethical Guidelines to Publication in the Journal of Wildlife Diseases are printed in the January 1996 issue of the Journal and are posted at our web site. Manuscripts submitted to the Journal generally receive two or more evaluations from external reviewers and an appropriate Assistant Editor. Although the review process for most manuscripts is handled through Assistant Editors, all correspondence is to be through the office of the Editor. If you have questions during the preparation of a manuscript please feel free to contact the Editor at jwd@uwyo.edu.

Preparation of Manuscripts

The manuscript should be in Journal format because this greatly facilitates the review and editorial process. See below and consult a recent issue of the Journal for details. Manuscripts submitted in hard copy should be on white paper and submitted in quadruplicate; include four copies of all illustrations. Keep a copy of the manuscript and all illustrations in your files. Manuscripts submitted electronically must be in WordPerfect, MS Word, or compatible format. The manuscript text, tables, and figures should be submitted as separate files.

General Instructions

Each manuscript should have ≥ 25 mm margins all around and be typed in 12 point font (Times New Roman, Courier, or Arial preferred). Lines of type should not be justified to the right and contain no end-of-the line hyphens. Double-space (three lines per 25 mm) all parts of the manuscript, including the title page, Literature Cited, and tables. Please use the American form of English for spelling. Number all pages in the upper right corner, starting with the title page. Lines should be numbered in initial submission because this facilitates the review process.

For full-length manuscripts the first page should be a title page containing a Running Heading consisting of authors' last names and an abbreviated title consisting of < 75 characters (including spaces), the full title, the authors' names, the authors' affiliations and the name, address, phone and fax numbers, and email address of the corresponding author. The next pages should contain the Abstract, four to eight Key Words (or phrases) for indexing, Introduction, Materials and Methods, Results, Discussion, Acknowledgments, Literature Cited, tables (each table on a separate page), and the Legend for Figures (also on a separate page).

Shorter manuscripts such as research notes and case reports are published under Short Communications; these are usually about 2000 words in length, including the Literature Cited. Their first (title) page should have a Running Heading entitled "Short Communications," the full title, the authors' names and affiliations, and the name, address, phone and fax numbers, and email address of the corresponding author. The following page should contain a short Abstract (< 5% of the length of the paper), four to

eight Key Words (or phrases) for indexing, and then continue right on with the main body of the paper without subheadings, Literature Cited, tables (each table on a separate page) and the Legend for Figures (also on a separate page).

All manuscripts should provide a clear statement of the objective(s), such as the hypothesis tested or the question addressed. Degrees and minutes for latitude and longitude of all study areas should be identified. Give the inclusive dates of the study, both in the Abstract and the main body of the text. Provide enough detail or documentation of the materials and methods so that a skilled worker could repeat the study. The manufacturer's name and address for each specialized chemical and specialized item of equipment mentioned should be identified in the text. Provide the genus and species of each organism the first time it is given in the Abstract, and again in the text. Write out acronyms and genera the first time they are used, and when they are used as the first word of a sentence. Write out all numbers under ten unless they are associated with units of measure. Give references for all factual statements, and for all statistical tests used in the study. Provide a standard error or standard deviation measure for all mean values reported. Use no more than two significant digits in reporting percent and probability values. Metric and SI units should be used. Avoid lengthy descriptions of individual animals or lesions; summarize the findings to highlight the significant points. Write the paper in a past-tense style, unless a generalization is presented. As a rule, please use only one literature citation to make each point in the text; omit redundant citations; if multiple citations are required in the text, list them in chronological order, from oldest to most recent. Meeting abstracts, unpublished materials, and non-peer reviewed materials generally are not acceptable as citable materials; exceptions must be justified by the authors. Theses and dissertations, state and federal documents intended for professional distribution, and peer-reviewed proceedings of meetings generally are acceptable citations. If personal communications are used they must be verified by enclosing a copy of the manuscript page on which the citation occurs with the person's signature of approval on the same page. The signed manuscript page should then be submitted to the Editor along with the manuscript. Proof of acceptance for all "in press" manuscripts cited must accompany the submitted manuscript; this may include a letter of acceptance from the editor of the publication in which the "in press" manuscript will appear. Authors are encouraged to address the management implications of their findings.

Tables

For tables, omit all vertical lines: place single horizontal lines under the title, under the column headings, and at the bottom of the table, just above any foot notes. Do not enclose tables or figures with lines or other borders. Footnotes in the table should be identified by superscript lower case letters. Use the table functions on your word processor if preparing manuscripts electronically.

Figures

If you are submitting in hard copy, four sets of high contrast glossy prints or high quality prints from a laser printer of all figures must be submitted. These must be in sharp focus. Mount a scale bar directly on all photomicrographs; the metric equivalent of the

scale bar may be given directly on the figure or defined in the figure legend. Maps require both a scale bar and a north directional arrow. Mark each figure on the back with the figure number and author's name. The top of each figure must be indicated by the word "top" on the back along with an arrow pointing to the top as it should be printed. Trim each figure to remove extraneous material and to emphasize the significant features. You may submit your manuscript in electronic format and the figures in hard copy if you wish.

Figures submitted electronically must be prepared as described above. They should be submitted in tagged image file format (.tiff); files in JPEG, CorelDraw, and PowerPoint are usually NOT acceptable (the quality is just not adequate for acceptable reproduction). Resolution should be 1,200 dpi for line art (drawings and graphs) and 300-600 dpi for half-tones; combinations should be at 600 dpi. Color figures are acceptable, but the additional printing costs will be borne by the authors. Files may be compressed for submission.

The Journal prints high quality black and white figures on the cover each issue. These are drawn from photographs published in the issue or of related subjects. Authors are encouraged to submit suitable photographs to be considered for the Journal cover.

Literature Cited

See General instructions (above) for style of citation (author, year) in the body of the text. The Literature Cited section of the manuscript should be prepared in appropriate Journal style. Please refer to the following examples or to a recent issue of the Journal:
Article in a journal:

- SMITH, A. B., AND C. D. JONES. 1994. Hepatitis of viral origin in Leporidae: Introduction and etiological hypotheses. *Journal of Wildlife Diseases* 25: 000-000.
- _____, _____, AND, E. F. GARWIN. 1995. An outbreak of cowpox in captive cheetahs: Virological and epidemiological studies. *Journal of Hygiene* 89: 000-000.
- Chapter in an book or edited book:
- SMITH, A. B. 1998. The insects of Australia. Commonwealth Scientific and Industrial Research Organisation, Division of Entomology, 2nd Edition, Melbourne University Press, Melbourne, Victoria, Australia, 542 pp.
- JONES, C. D. 1997. Biostatistical analysis. Prentice-Hall, Inc. Englewood Cliffs, New Jersey, 153 pp.
- JORDAN, F. T. 1996. Avian mycoplasmosis. *In Poultry diseases*, F. T. Jordan and M. Pattison (eds.). W. B. Sanders Company Ltd., Philadelphia, Pennsylvania, pp. 81-93.

Proceedings:

- CHRISTOPHER, M. M., K. A. NAGY, I. WALLIS, J. K. KLASSEN, AND K. H. BERRY. 1997. Laboratory health profiles of desert tortoises in the Mojave Desert: A model for health status evaluation of chelonian populations. *In Proceedings: Conservation, Restoration, and Management of Tortoises and Turtles - an International Conference*, J. Van Abbema (ed.). New York Turtle and Tortoise Society, New York, New York, pp. 76-82.

SCHUBERT, B. 1995. Quantitative determination of methylxanthines and methyluric acids in urine from horse and dog by solid phase extraction - HPLC. *In* Proceedings of Racing Analysts and Veterinarians, Stockholm, Sweden, P. Kallings, U. Bondesson and E. Houghton (eds.). R&W Publications, Newmarket, UK, pp. 364-366.

Dissertation/Thesis:

HOOOPER, T. R. 1967. An urban environment as an ecological trap for Cooper's hawks. Ph.D. Dissertation, University of Arizona, Tucson, Arizona, 85 pp.

HATHAWAY, S. C. 1978. Leptospirosis in free living animals in New Zealand, with particular reference to the possum (*Trichosurus vulpecula*). Ph.D. Thesis, Veterinary Pathology and Public Health, Massey University, Palmerston North, New Zealand, 434 pp.

Submission of Manuscripts

Send four copies of the manuscript (if submitted as hard copy) or an electronic version of the manuscript by email and a completed copy of the Submission Form to: Dr. Elizabeth S. Williams, Editor, Journal of Wildlife Diseases, Department of Veterinary Sciences, University of Wyoming, 1174 Snowy Range Road, Laramie, Wyoming 82070, USA; Tel. (307)742-6638; FAX (307)721-2051, email (preferred) jwd@uwyo.edu. Following the review process, manuscripts will be forwarded to the Editor from the Assistant Editors for final consideration, editing, and further correspondence with the authors. A diskette or email file containing the final revised manuscript (in WordPerfect, MS Word, or compatible formats) must be submitted to the Editor. Accepted manuscripts are subject to editing by the Editor and the Printer.

Any similarities between data in the manuscript and those in other publications or concurrent manuscripts by the same author(s) must be explained and copies of such publications or manuscripts must be provided. The Journal of Wildlife Diseases, as the primary publication of the Wildlife Disease Association subscribes to the rules, regulations, and laws pertaining to endangered species and humane treatment of animals as established by national and international agencies of all countries represented by WDA membership.

Publication charges are \$65.00 (US) for each page of printed material when submitted by a member (corresponding author) of the Wildlife Disease Association. Non-members are charged at the rate of \$120.00 per printed page. Non-members may apply for membership at www.wildlifedisease.org Charges for reprints depend upon the number of pages the article contains and the number of copies ordered. A reprint schedule and order form normally is mailed to authors with the page proofs. Authors are expected to assume full responsibility for all page charges (including color figures, if applicable) and reprint costs.

The following guidelines for authors are drawn from the Ethical Guidelines to Publication in the Journal of Wildlife Diseases, published in the Journal of Wildlife Diseases (Vol. 32, pp. 163-167, 1996) and at www.wildlifedisease.org they are reprinted here for your information.

RESPONSIBILITIES OF AUTHORS

1. The ultimate responsibility for all material published in the manuscript lies with the author(s). An author is obligated to present an accurate account of the research performed as well as an objective discussion of its significance. All work must be free of any plagiarism, falsification, fabrications, or omission of significant material.

2. Because journal space is limited and costly, an author has an obligation to use it wisely and economically.

3. A primary research report should contain sufficient detail and reference to public sources of information to permit the evaluation and repetition of the study by skilled workers.

4. An author should cite those publications that have been influential in determining the nature of the reported work and that will guide the reader quickly to the earlier work that is essential for understanding the present investigation. Conflicting evidence from the work of others should be included to help readers judge the soundness of the conclusions presented in the manuscript. Except in a review, citation of work that is not essential to building a foundation or interpreting the reported research should be avoided.

5. Any previously unrecognized and unusual hazards identified in an investigation should be clearly noted in a manuscript in which that work is reported.

6. Authors are responsible to be aware of, and adhere to, all laws, treaties, and regulations currently applying to their work. This includes the review and approval of the research protocol by an institutional animal care and use committee, where applicable, and the acquisition of all appropriate permits.

7. Fragmentation of research reports should be avoided. A scientist who has done extensive work on a system or group of related systems should organize the publications so that each report gives a well-rounded account of a particular aspect of the general study. Fragmentation excessively consumes journal space and unduly complicates literature searches. The convenience of readers is served if reports on related studies are published in the same journal, or a small number of journals.

8. Research findings should not be presented as original material in more than one scientific publication. It is inappropriate for an author to submit manuscripts describing essentially the same research to more than one journal, except for the resubmission of a manuscript rejected by, or withdrawn from, another journal.

9. In submitting a manuscript for publication, an author should inform the editor of related manuscripts that the author has under editorial consideration or in press. The relationships of such manuscripts to the one submitted should be clarified, and copies of the related manuscripts should be included with the manuscript submission.

10. An author should identify the source of all information quoted or offered, except that which is common knowledge. Information obtained privately, as in conversation, correspondence, or discussion with third parties, should not be used or reported in the author's work without explicit permission from the investigator with whom the information originated, usually by a personal communication. Information obtained in the course of professional services, such as reviewing manuscripts or grant applications, should also be treated as confidential.

11. Strong criticism of the work of another scientist may be given. However, in

no case is sarcasm or criticism of a personal nature appropriate. Authors of a criticized work will have the opportunity to respond.

12. The co-authors of a paper should be those persons who have made significant scientific contributions to the work reported and who share responsibility and accountability for the results. Other contributions should be indicated in the Acknowledgments section. Deceased persons who meet the criterion for inclusion as co-authors should be so included, with a footnote indicating their death. No fictitious name should be included as an author or co-author. The author who submits a manuscript for publication accepts the responsibility of having included as co-authors all persons appropriate and none inappropriate. The submitting author should have sent each co-author a draft copy of the manuscript and have obtained the co-author's assent to co-authorship of it.

13. All funding sources should be identified in the manuscript. Authors should disclose to the editor any potential conflict of interests, such as consulting or financial interest in a company, that might be affected by publication of the results contained in a manuscript. Authors should ensure that no contractual relations or proprietary considerations exist that would affect the publication of information in a submitted manuscript.

14. When appropriate, representative biological material should be deposited in a nationally or internationally recognized professional museum. Accession numbers should be reported in the manuscript.