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NEBRASKA ACADEMY OF SCIENCES, INC.  
PREPARATION OF MANUSCRIPTS FOR PUBLICATION IN THE *TRANSACTIONS*

The following suggestions are presented in order to minimize revisions and editorial corrections. Uniformity of style and format necessitates attention to detail by authors. More information is available from the Nebraska Academy of Sciences, 306 Morrill Hall, University of Nebraska, Lincoln, Nebraska 68588.

**STYLE.** Recent issues of the *Transactions* should be examined so that authors become familiar with its general style. The page size of the *Transactions* will be 8.5 x 11 inches, and the text will be printed in double columns. Manuscripts should be neatly type-written on 8.5 x 11 inch paper with wide margins and *double-spacing throughout*. Pages should be numbered consecutively. Extensive quotations in the text should be typed with slightly narrower margins, and should be single-spaced. 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 D.C. 20036.

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 author's names.

**TABLES.** Tables are to be typed, double-spaced, on separate sheets of paper, one table to a page, numbered consecutively, and placed in a group at the end of the manuscript. Keep the number of tables at a minimum; numerous small tables especially should be avoided. When the headings for a number of tables are similar, an attempt should be made to combine the tabular data. Use a double horizontal line immediately below the title of the table and a single horizontal line below the column headings and at the bottom of the table. *Do not use horizontal lines in the interior of the table and use no vertical lines.* Tables should be planned and prepared with proper spacing so that such lines are not necessary.

Footnotes to tabular data should be noted by asterisks, daggers, or other signs to avoid confusion with numerals in the table or elsewhere. The general style desired in tables can be seen by examining recent issues of the *Transactions*.

**ILLUSTRATIONS.** All illustrations are referred to as "figures" and must be numbered consecutively. They may be photographs or line drawings in black ink. Illustrations should be grouped and mounted close together on heavy white cardboard for reproduction as a single cut as grouping is more economical. Each figure or collection of figures in a plate should be identified along the bottom edge with *author's name, figure number, and size after reproduction*, and on the back with *author's name and title of manuscript*. Use of illustrations not original with the author must bear permission for use and credit to the originator.

The size and proportions of each group of illustrations should be made suitable for reduction to the width of the printed page (7.25 inches double column) or (3.5 inches single column) not more than 8.5 inches in length. Care should be taken to insure that a figure does not occupy any more space than necessary. Excessive white space should be eliminated. Line drawings for reproduction are often made too large. As a general rule, the dimensions should be no greater than 9 x 11 inches. If carefully drawn they need be no more than 50 percent larger than the size desired when in print. Special care should be taken to insure that all lettering is large enough to be read after reduction. A graphic scale should be drawn on each figure to indicate automatically the size of the original regardless of reduction. Original drawings should be submitted for making engravings. In addition to the original illustrations, two photographic copies of each (no larger than 8.5 x 11 inches) must accompany the manuscript, to avoid delay in review.

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Text footnotes are to be avoided; only two kinds are permissible. A footnote on the title may be used to state "Department publication No. . . ." "Supported by a grant from. . ." 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 . . ."

**REFERENCES.** References to scientific literature should be in a list, arranged alphabetically by author's last name, and typed, single-spaced, on a separate sheet of paper at the end of the text. They should not be numbered. The page should be entitled **REFERENCES CITED**, typed in caps and centered. Examine recent issues of the *Transactions* for the detailed form. References are referred to in the text as Anderson (1976) or (Anderson, 1976). In case of more than two authors, Bishop, *et al.* may be used in the text, but all coauthors must be listed in the reference section. Total number of pages should be given for books or other publications.

**ABSTRACTS.** The abstract should be a concise summary of the significant facts contained in the paper. It should be sufficient within itself, 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 concise, not over 250 words. Complete sentences should be used to promote comprehension and clarity and to avoid ambiguity. Words such as "are presented" or "as explained" should be avoided. Abstracts are not to contain illustrations, tables, references, or footnotes.

