

Instructions for Contributors

Bird Conservation International publishes papers and communications on subjects relevant to the conservation of birds, with a general preference for those addressing international or high national priorities.

Submission of manuscripts. Papers may be submitted to the Editor, Dr Chris Mason, *Bird Conservation International*, Department of Biological Sciences, John Tabor Laboratories, University of Essex, Wivenhoe Park, Colchester CO4 3SQ, UK.

Three copies should be sent accompanied by the author's address, telephone and fax number, and, if possible, an electronic mailing address. Name(s) and postal addresses(s) should appear at the end of the article, in the format adopted. Submission of a paper is taken to imply that it is unpublished and it is not being considered for publication elsewhere.

Papers should be concise and factual, taking proper account of previous relevant literature; opinions expressed should be based on adequate evidence. Whilst there is no formal restriction on length, authors planning to submit a paper which is likely to exceed 15 printed pages should discuss the work with the Editor at an early stage in its preparation.

Titles of papers must be accurate and concise, and (for the benefit of abstraction services) include any relevant scientific (taxonomic) name; a running head is needed (the editors will provide this if the authors do not). A full-length paper must include a proper summary.

Papers should be typewritten on one side of the paper only, using double spacing throughout, with positions of figures and tables indicated in the margin. The paper should also be provided on **disk**, preferably in Word for Windows 6, giving details of the word processing software used (Microsoft Word, Word or WordPerfect). However, the publisher reserves the right to typeset material by conventional means if an author's disk proves unsatisfactory.

Conventions. Whenever possible, authors should consult an issue of *BCI* for style and layout. Spelling generally follows *The shorter Oxford English dictionary*, supplemented by various standard references such as 'Topography' in *A dictionary of birds* (1985) and the most recent edition of *The Times atlas of the world*. Localities with well-known other spellings or older names should have these placed in parentheses after first mention, while localities too small to be in the *Times atlas* should be given their precise geographical coordinates (preferably with some evidence of source).

Modern authorities should be followed for both English and scientific names of birds, with explanations of any deviation. On first mention of a bird both English and scientific name should be given, thereafter only one, preferably the English. Scientific trinomials need be used only if subspecific nomenclature is relevant to the topic under discussion. These recommendations also apply for any other animal or plant species mentioned.

Metric units and their international symbols should be used (other systems of measurement can be added in parentheses), with temperatures in the Centigrade (Celsius) scale. Numbers one to nine are written in full except when linked with a measurement abbreviation or higher number, thus 'five birds' but '5 km' and '5–12 birds'; numerals are used for all numbers above ten, four-figure numbers and above using the comma thus: '1,234', '12,345'. Details of experimental technique, extensive tabulations of results, etc., are best presented as appendices. Dates should be written 1 January 1985, times of day as 08h30, 17h55 (24-hour clock), etc. When citing a conversation ('verbally') or letter ('*in litt.*'), the contact's name *and initials* should be included, preferably with the year of communication.

Figures should be numbered consecutively as they appear in the text. Mark each figure with the first author's name and figure number on the reverse, and indicate its orientation. Authors should submit three copies of each illustration. Wherever possible they will be reproduced with the author's original lettering. Maps are best marked with a scale and north arrow, and drawn very neatly. Good photographs are also considered. Captions for all illustrations should be listed on a separate sheet.

Tables with concise headings should be typed on separate sheets and numbered consecutively. Each table must have a text reference, in the form 'Table 1' etc. Indicate where tables are to be placed by means of a note in the margin.

References in the text should not use ampersand or comma before the date, and should be chronologically listed, alphabetically if in the same year. Publications by the same authors in the same year may be distinguished by a, b, etc., after the date. Full references must be listed alphabetically at the end in conformity with the existing system of presentation (which should be carefully checked before submission).

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