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A GUIDE FOR THE PREPARATION OF ABSTRACTS

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electrocardiogram	ecg	milliampere	ma	respiratory quotient	RQ
electroencephalogram	eeg	milliequivalent	meq	species (for tax. only)	sp. (spp.)
form (for tax. only)	f.	milligram	mg	subcutaneous	subcut.
gram	g	milliliter	ml	subspecies (for tax. only)	ssp. (sspp.)
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A GUIDE FOR THE PREPARATION OF ABSTRACTS

CONTENT—Include:

1. Name of organism, and objective of the study.
2. Materials, manner of use, or route of administration, principal findings, and results.
3. New techniques, their uses and qualities.
4. New apparatus, its intended use, and if commercially available, name and address of its manufacturer.
5. New or verified data of permanent value, e.g., absorption spectra, chromosome numbers, constants, mathematical or chemical formulae.
6. New genera of animals/plants, new classifications, new distribution records. (For systematic data, see below.)
7. New theories, new interpretations, evaluations, if possible; if not, reference to them.

—Omit:

1. Information contained in the title.
2. Additions, corrections, or any information not contained in the original published paper.
3. Tables and graphs.
4. Detailed descriptions of experiments or organisms.
5. Long lists of names; species or subgenus names without genus name. (See directions for systematic papers, below.)

FORM—1. Begin with a citation in the following form: DOE, JOHN J. (U. Commonwealth, Capitol City), and RICHARD ROE. Metabolism of phosphorus in rats. Jour. Pest Control Res. 37(4): 152-165. 1957. (Foreign language titles should be followed by an English translation.)

2. Use abbreviations sparingly, and only as directed.* (See below)

3. For chemicals, use standard rather than proprietary terms; avoid trade names.

4. For organisms, use genus and species names, always underlined, excepting widely used experimental species (dog, rabbit) and commonly cultivated crops (apple, potato). The name should be affiliated, either formally [Vespidae: Hymenoptera] or informally "a leguminous tree," or "a staphylinid beetle," either in the title or in the first sentence.

ABBREVIATIONS—Use sparingly. Consider the reader who is not a specialist, or to whom American English is a foreign language. When in doubt, spell it out.

Do abbreviate or symbolize:

1. Those units of weight and measure listed in the Handbook of Chemistry and Physics, 35th Edition 1953-1954, pages 3100-3102 (Chemical Rubber Publishing Co.), of which the commonest are listed below;* but only when preceded by numerical amounts. . . . . "10 μg" but "several micrograms." . . . . . "40%" but "per cent of gain."
2. Numbers, except at the beginning of a sentence.
3. Chemical elements, except when part of the name of a compound. "K deficiency" but "potassium 2-naphthyl sulfate excretion."
4. Names of institutions and journals, as carried in the BIOLOGICAL ABSTRACTS Journal List.
5. The words species, subspecies, variety, form, but only in taxonomic abstracts.
6. Substantives used repeatedly, such as names of compounds, hormones, genes, but only after they have been spelled out the first time used in each abstract, followed immediately by the symbol in parentheses. "luteinizing hormone (LH)" or "acetylcholine (ACh)" or "crossveinless (cv)." Such symbol-letters should not be spaced, nor underlined. ACTH, not A C T H.

Do not abbreviate:

1. Geographical names.
2. Short words such as day, year, ton.
3. Any special technical terms, no matter how commonly used in your field, unless treated as in number 6 above.
4. Greek letters, except in chemical compounds.

FOR SYSTEMATIC PAPERS—Additional instructions.

FORM: 1. Write the name of a subgenus, genus, or any supergeneric taxon, if old, in small letters with a capital initial; if new, all in capitals. The name of a species, subspecies, variety, or form is never capitalized.

2. Always underline the name of a genus, subgenus, species, subspecies, variety, and form: with a straight line if old, with a wavy line if new. No other group name is ever underlined. Write the name of a new combination (e.g., transfer of a species from one genus to another) with a straight line under the old and a wavy line under the new or shifted part, followed by the basonym and its author in parentheses.

CONTENT: Be alert to information other than the formal, strictly taxonomic and nomenclatural. Summarize or mention new data in any biologic field—life history, morphology, biogeography, cytology, ecology, evolution. (Nontaxonomists welcome such information.)

NEW TAXA. Omit detailed descriptions, long synonymies and taxonomic history, but mention their presence. Mention individually, by name, new genera and supergeneric taxa except where this would require a long list, as in some monographic revisions; do not mention by name a long list of new species and subspecific taxa when these are merely proposed and described—give only number in each genus, naming genus and country or region of origin. (Exception: always include new species names of bacteria and viruses.)

PROPOSALS OF NEW TAXA. For plants: include name of genus, family, and phylum (divisio, Abteilung); country, state, or region; number of each kind of new taxon; type of critical evidence, e.g., floral morphology, distribution, chromosome number. For animals: as above, except: genus, family, and (for insects, order) for other groups, class and phylum. Thus: Sarcophagidae [Diptera], 00 new genera and 00 new spp. in U.S., from a Colorado mountain previously unexplored; or, Graphops [Chrysomelidae: Coleoptera], 10 new spp. and 43 new sspp. in Erewhon, on the basis of genitalic characters; or, Tropicorbis [Planorbidae: Gastropoda, Mollusca] grandis, 6 new sspp. in Brazil, based on shell morphology and capacity to transmit X disease; or Poa [Gramineae: Monocot.], 3 new spp. in Norway, on the basis of morphology, chromosome number, and ecologic amplitude.

PROPOSALS OF CHANGE IN CLASSIFICATIONS AND/OR NOMENCLATURE (e.g., new combinations, names) should include:

For transfers, or changes of rank: The proposed combination and, in parentheses, the basonym and its author. Xylobium pickianum (Bifrenaria pickiana Schlechter); or, Oncidium brachyandrum var. johannis (O.j. Schlechter). For changes of status (validity or synonymy): The valid name, its author if not new here, and, in parentheses the invalid name and author, preceded by an = sign. Explanatory word or phrase is desirable, e.g., "revived" or "preoccupied." Erisma floribundum Rudge (= E. parvifolium Gleason), or, GANELIUS (= Nagelius Benesh preocc.)

DISTRIBUTION DATA should mention:

1. First records. "Rheumatobates clanis, R. minutus, and . . . . . are new to Florida and to the U.S."
2. New localities, range statements, distribution maps. "New records (listed) for Eurycea lucifuga show that it does not have a disjunct range in Illinois, but extends . . ."
3. Range changes. "Species representing major extensions of geographic range in the Canadian Arctic Archipelago are: Aulacomnium acuminatum, . . ."
4. Faunistic/floristic changes, e.g., establishment and naturalization of weed spp.; spp. approaching extinction.
5. For fossils, epoch or period for each formation or group mentioned.

*Abbreviation for both singular and plural, except as noted.

basal metabolic rate	BMR	lethal dose	LD_{50}	ounce	oz.
chemical elements	use chemical symbols	minimum lethal dose	MLD	parts per million	ppm
cubic centimeter	cc	meter	m	per cent	%
cycles per second	cps	microgram	μg	per mille	‰
degrees of temperature	25° C or F	micron	μ	pound	lb.
electrocardiogram	ecg	milliampere	ma	respiratory quotient	RQ
electroencephalogram	eeg	milliequivalent	meq	species (for tax. only)	sp. (spp.)
form (for tax. only)	f.	milligram	mg	subcutaneous	subcut.
gram	g	milliliter	ml	subspecies (for tax. only)	ssp. (sspp.)
hydogen ion concentration	pH	names of months	Jan., Feb., Aug., Sept., Oct., Nov., Dec.	ultraviolet	UV
kilogram	kg	molar	M	variety (for tax. only)	var. (vars.)
kilovolt	kv	normal (solution)	N	volume	vol.

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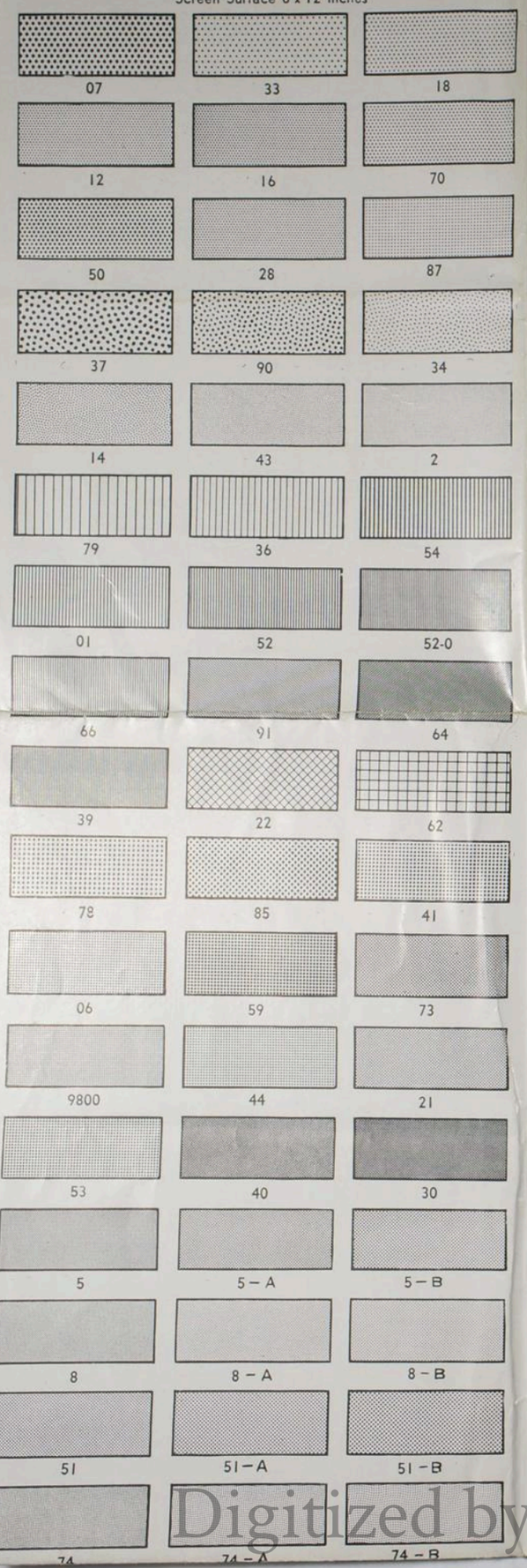

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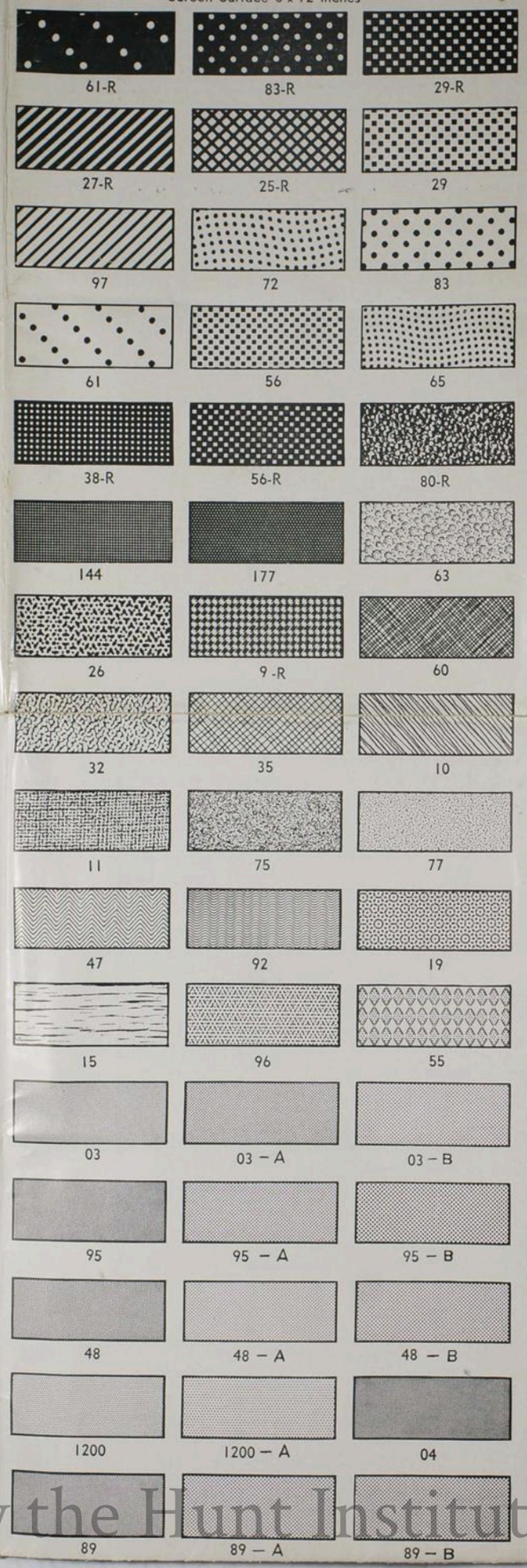

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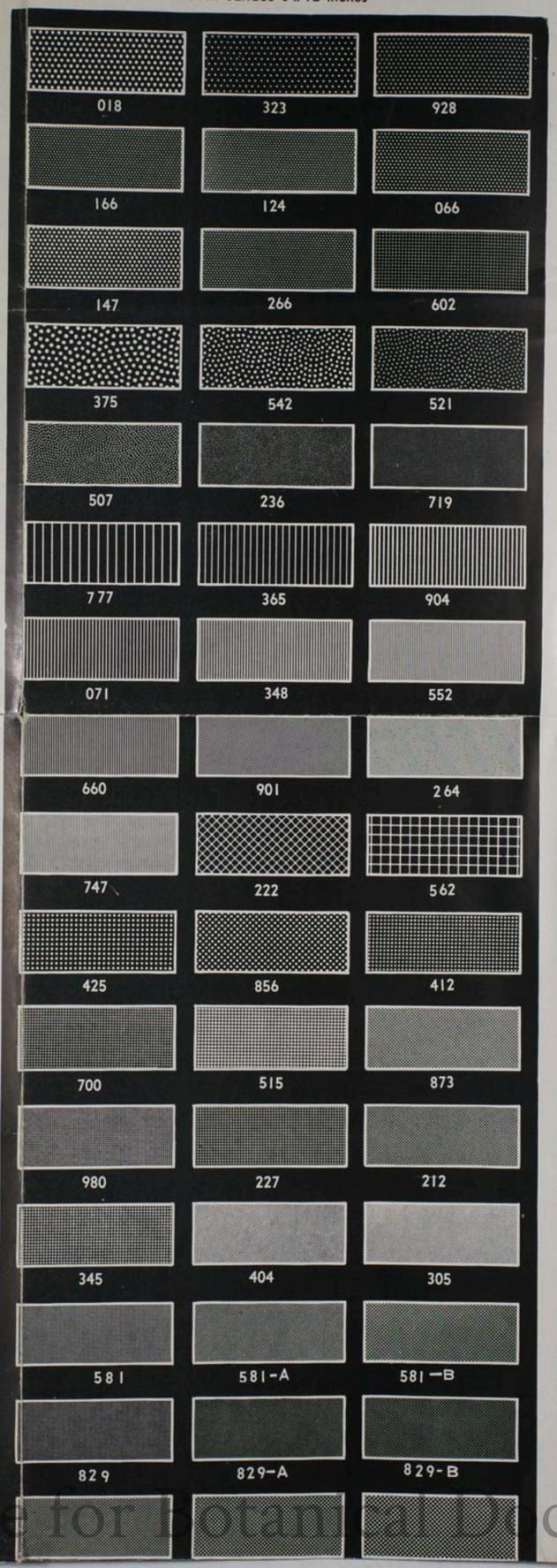

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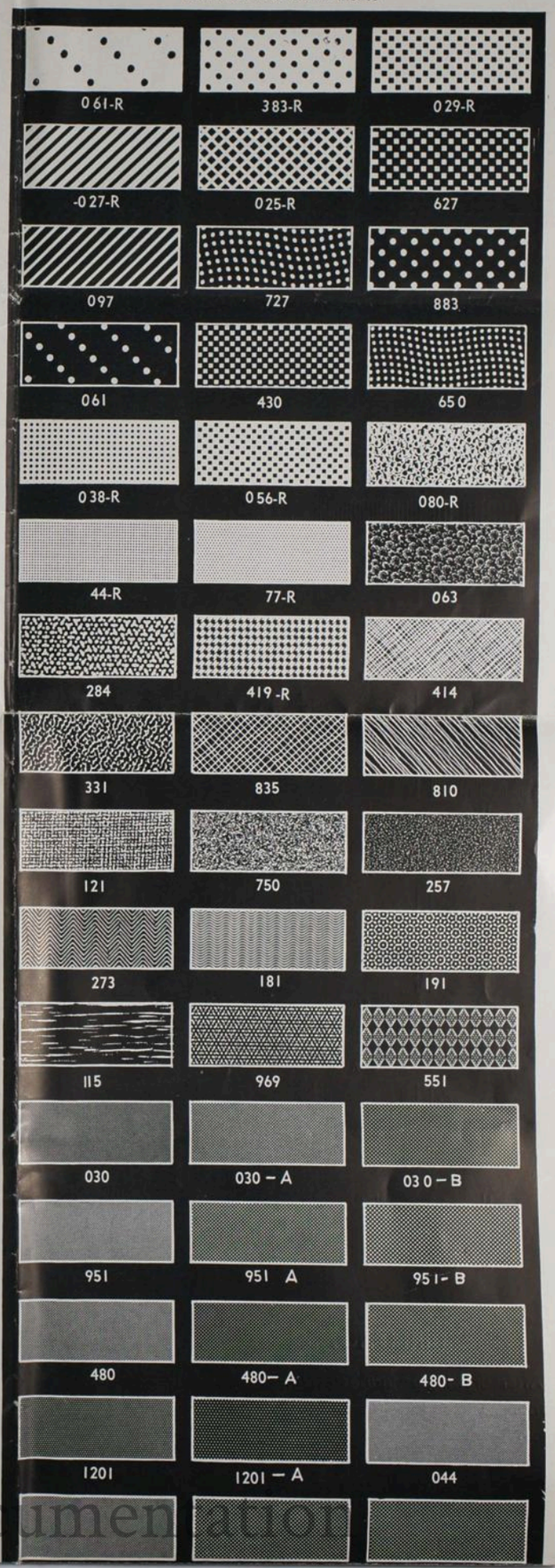

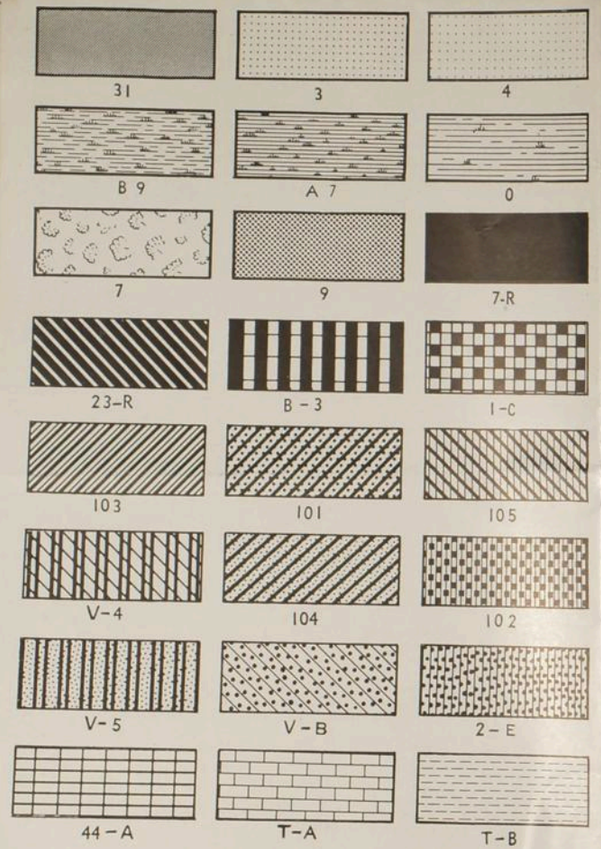

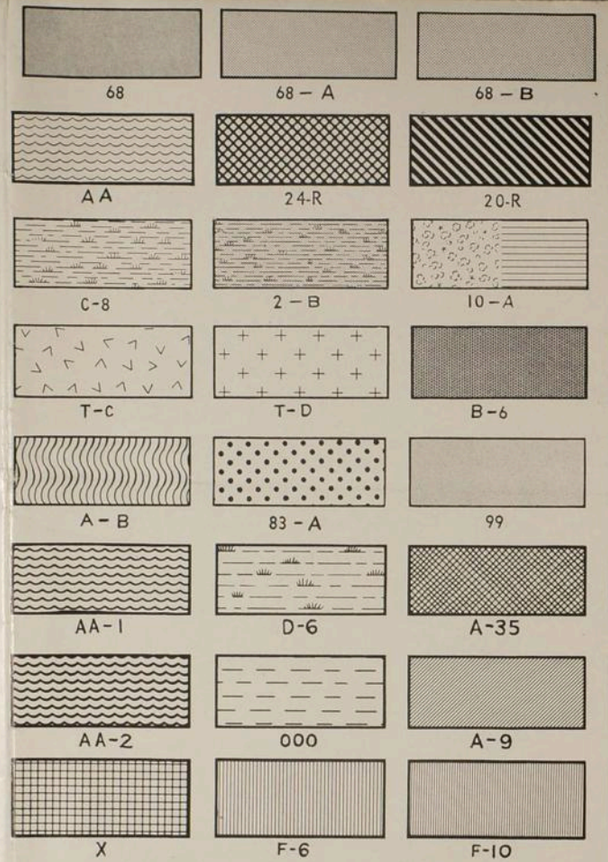

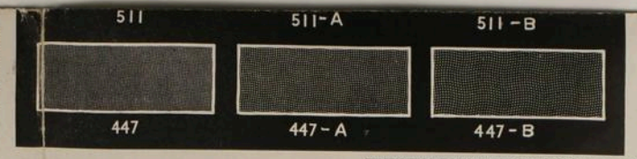

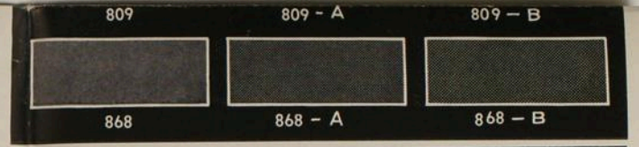

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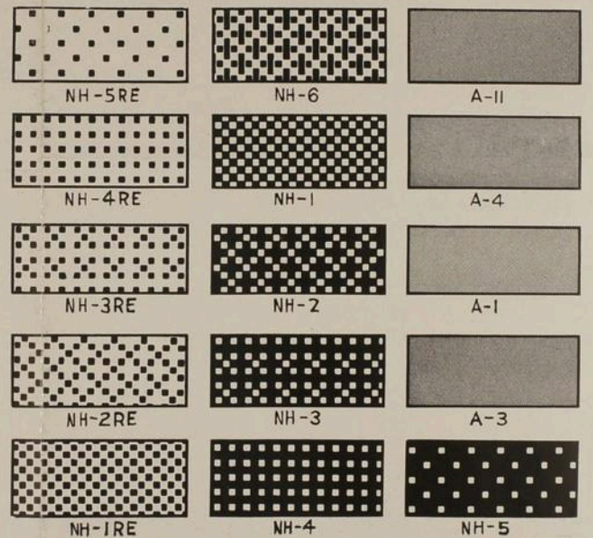

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