

1959

Information for Contributors

Copyright © Copyright 1959 by the Iowa Academy of Science, Inc.
Follow this and additional works at: <https://scholarworks.uni.edu/pias>

Recommended Citation

(1959) "Information for Contributors," *Proceedings of the Iowa Academy of Science*: Vol. 66: No. 1 , Article 78.
Available at: <https://scholarworks.uni.edu/pias/vol66/iss1/78>

This Back Matter is brought to you for free and open access by UNI ScholarWorks. It has been accepted for inclusion in Proceedings of the Iowa Academy of Science by an authorized editor of UNI ScholarWorks. For more information, please contact scholarworks@uni.edu.

Information for Contributors

Papers considered for publication in the PROCEEDINGS OF THE IOWA ACADEMY OF SCIENCE shall be the results of original investigation. They will be judged on the basis of their contribution of original data and ideas or interpretation. Papers from nonmembers will be accepted for publication only upon the vote of the Editorial Committee.

Articles for Volume 67 should be submitted to the following section chairmen:

Botany: Constantine J. Alexopoulos, State University of Iowa, Iowa City.

Chemistry, Inorganic and Physical: William A. Deskin, Cornell College, Mount Vernon.

Chemistry, Organic and Biological: Frank C. Pennington, Coe College, Cedar Rapids.

Geology: Steward D. Mettler, Concrete Materials and Construction Company, Cedar Rapids.

Mathematics: J. J. L. Hinrichsen, Iowa State University, Ames.

Physics: William Azbell, Wartburg College, Waverly.

Psychology: Harold P. Bechtoldt, State University of Iowa, Iowa City.

Zoology: Ellis A. Hicks, Iowa State University, Ames.

GENERAL SUGGESTIONS

The cooperation of the authors in following these general suggestions will be appreciated:

1. See that the message is conveyed as clearly and concisely as the content permits.
2. Supply clear figures that are unquestionably suitable for reproduction.
3. See that manuscripts are submitted in the form and style described below.
4. Carefully proofread for errors.
5. On the galley proof limit alterations to typographic and factual errors.
6. Return galley proof promptly.
7. Furnish summer address if it differs from permanent address. Galley proof probably will be sent during July and August.

SPECIFIC INSTRUCTIONS

Manuscripts are to be typed on good quality bond paper, 8½ x 11 inches, on one side only. An exact copy of the manuscript should be kept by the author so that the copy submitted need not be returned with the galley proof. All copy, including quotations, footnotes, tables, literature references, and legends for figures, should be double-spaced. The sequence of material as submitted should be: title page, abstract, the manuscript proper, references, tables, figure legends, and figures. These pages should be numbered consecutively.

1. The title page should include the title, author's name and institutional affiliation. It is recommended that titles be short, preferably not more than ten to fifteen words. A condensed running head of not more than thirty-five letters and spaces should be provided.

2. The abstract, limited in length to three percent of the article, should be informative, concise, and complete in itself without reference to the body of the paper. With this provision of an abstract, a summary ordinarily will not be included.

3. The manuscript.

a. The headings for the main subdivisions should be centered and typed in capitals. Second-order headings should be typed with paragraph indention with major words beginning with capitals. They end with a period, and the text follows on the same line without extra spacing. When three types of headings are required, the third-order heading is typed with paragraph indention, has only the initial letter of the first word capitalized, and is underlined. It ends with a period, and the text follows on the same line.

b. In the text show the location of each figure and table by a clear break in the typewriting, with instructions set off by lines above and below:

.
Insert Figure 1 about here
.

c. Acknowledgments should be made in the introduction or as a footnote to the title.

d. Be sure that each figure and table is referred to in the text.

e. Literature references in the text should be by author, followed by year of publication, in parentheses.

4. List only references actually cited. These should be listed alphabetically by first author on a separate sheet of paper under the heading LITERATURE CITED. Each citation should be complete,

consisting of author, year of publication, title of article, journal, volume, and inclusive pages. The form chosen should be used consistently.

5. Avoid excessive use of footnotes. Those that are necessary should be numbered consecutively and typed at the bottom of the page on which they occur.

6. Each table should be typed on a separate page. The table number and descriptive title go at the top of the page. Use arabic numerals in numbering the tables.

7. A brief figure legend should be provided for each diagram, graph, map, and photograph. It should not be incorporated in the figure. All legends are set in type by the printer and should be typed on a separate page following the tables. Number the figures with arabic numerals.

8. Illustrations.

- a. On the margin or back of each illustration write in pencil the number of the figure, name of the author, and abbreviated title of the paper. Such writing should be done carefully so as not to mar the figure for reproduction. If paper clips are used, they should not be placed on any part of the figure which is to be reproduced.
- b. Line drawings should be made with India ink on heavy white drawing paper or blue tracing cloth. Keep in mind the dimensions of the printed page (4 x 7 $\frac{1}{4}$ inches) making due allowance for the figure legend. It is suggested that the author make a rough sketch of the content of his figure and then design it to fit the page. A good size for a drawing is twice that desired for the printed figure, with all lettering and line thicknesses similarly enlarged.
- c. Photographic copies of black and white drawings are preferable to originals. It is very desirable that the drawings submitted be no larger than 8 $\frac{1}{2}$ x 11 inches. When larger original drawings are required to secure accuracy, the author should have them photographed and should submit 8 $\frac{1}{2}$ x 11 glossy prints.
- d. Photographs should have a glossy finish, should be unblurred, and should show sharp contrast between light and dark areas. If mounted in groups, the edges must be trimmed to fit together exactly.
- e. All letterings should be neat and meticulously prepared. It should be sufficiently large so that it will be at least 1 mm. high on reduction. Freehand lettering is unacceptable.

- f. Bar graphs usually are not justified if they present data which appear elsewhere in numerical form.
 - g. When it is desirable to indicate the magnification in photomicrographs or drawings, the scale in microns (or other suitable units) should be drawn directly upon the print or drawing. This allows greater flexibility in scaling for reduction and hence greater accuracy in indicating the size of the subject.
9. Galley proofs will be sent to the author along with an order blank for reprints. The corrected proof should be returned immediately to the editor and the order for reprints to the printer. Page proofs will be sent only upon request.