

INSTRUCTIONS FOR AUTHORS

Three copies (original and 2 copies) of the manuscript, together with a cover letter indicating the Academy Section appropriate for editorial review and publication of the paper, should be sent to:

Dr. Donald E. Kizer, Editor
Proceedings of the Oklahoma Academy of Science
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P. O. Box 878
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Manuscripts may be submitted at any time, but only those received by December 15 will be eligible for publication in the issue of next year's volume.

Preparation of the manuscript. Papers must conform to the conventions of the PROCEEDINGS OF THE OKLAHOMA ACADEMY OF SCIENCE. Manuscripts may be prepared as a NOTE or REPORT of previously unpublished original research or as a review ARTICLE in which related facts are brought together for the first time. Writing should be clear and concise. The author's aim should be to make sense in the fewest words. Grammatically correct sentences should pass the test of readability. An English journal has carried the following apt quotation as an admonition to authors: "Easy writing's curst hard reading." (Richard Brinsley Sheridan).

Attention to these directions during manuscript preparation will expedite publication of papers. The author should remember that his typed copy is the printer's only guide for layout, as well as for conversion of words and symbols from type to print. A clean, typed manuscript, prepared as directed below and free from hand-written corrections, should be submitted.

Editors' changes will be restricted to those designed to improve clarity and conciseness, to correct errors, and to bring form and style into conformity with those of the PROCEEDINGS. Editors may question, but not change, the author's meaning. Where extensive changes are required, the manuscript will be returned to the author.

DIRECTIONS

Typing the manuscript. Three typed copies (original and 2 carbon copies) of the paper should be submitted. Bond or similar opaque, smooth paper (8½ x 11 inches) should be used for all three copies. All typing should be double spaced, with margins of at least 1½ inches at top, bottom, and both sides. Page sequence should be indicated by a number typed in right corner of upper margin.

Form of paper. The content of the paper determines whether it should be written as a REPORT, NOTE, or review ARTICLE, as described

below. Authors should consult the current issue of the PROCEEDINGS for typographical and other conventions of this journal. All papers should begin with (a) title; (b) name(s) of author(s); (c) name and address of institution(s), and, where appropriate, department represented.

REPORT This is the usual form of a scientific paper presenting an original investigation. The report should begin with a summary (abstract) of 100 words or less. After an introduction, the rest of the text should be divided into sections by the following center headings: METHODS (or MATERIALS AND METHODS); RESULTS; DISCUSSION (if any); ACKNOWLEDGMENTS (if any); REFERENCES.

NOTE This is a short paper, usually 2 to 3 pages of manuscript in which preliminary or limited observations are presented. The body of the text (with no abstract and not subdivided by headings) should be followed by sections headed ACKNOWLEDGMENTS (if any) and REFERENCES.

ARTICLE This is a review presenting broad coverage, background and current, of the title subject. The article is not restricted to, but may include, original observations. After the introduction, center headings should be used to indicate the author's subdivisions of the rest of the text, ACKNOWLEDGMENTS (if any), and REFERENCES.

References. Only published papers or books or those "In press" should be cited. Citations of "Unpublished data," "Personal communication," "Paper presented (somewhere)," "To be published," and "In preparation" should not be used. Publication not cited in the text should not be listed in the REFERENCES section.

Citation of references. In the text, references are to be cited by number according to the order in which they appear in the text. Where authors' names are mentioned, the following conventions should be observed. When first referring to a publication with two or three authors, all names should appear in the text. Thereafter, in case of three authors, the first author's name plus "et al" should be used. Even in the initial citation of a paper with more than three authors, only the first name and "et al" should be used. When repeated reference is made to the same publication, but to different pages of the publication, a single reference number should be followed by page number(s), e.g., (5, p. 16) or (5, pp. 22-25). Where multiple references, e.g., 5, 8 and 10, are cited simultaneously they should be written as follows: (5, p. 16; 8; 10).

Listing references. In the REFERENCES section at the end of the paper, references should be listed and numbered in order of their appearance in the text. Names of journals should be abbreviated according to a current edition of *Biological Abstracts List of Serials with Title Abbreviations*, *Chemical Abstracts Periodicals List*, *Cumulative Periodical Index of Sociological Abstracts*, *World List of Scientific Periodicals*, or some other publication list.

ing official abbreviations. Journal reference should give, in this order: author's name (with initials), title, journal name (abbreviated), volume number and year, page numbers (inclusive), e.g.,

1. E. Farber, *Cancer Res.* 28: 1859-1869 (1968)
2. E. Radloff, W. Bauer and J. Vinograd, *Proc. Natl. Acad. Sci. (U.S.)* 57: 1515-1521 (1967)

References of books and other non-periodical publications should give, in this order: author's name (with initials), title (capitalized and underscored), name of publisher, location of publisher, date published, page number (if appropriate), e.g.,

1. P. M. Stern, *The Oppenheimer Case. Security on Trial*, Harper and Row, New York, 1969.
2. A. K. Kleinschmidt, in J. H. Taylor (Ed.), *Molecular Genetics, Part II*, Academic Press, New York, pp. 47-93, 1967.

Footnotes. Footnotes should be used to indicate change of address of an author or to explain a table. Credit for financial support belongs in the ACKNOWLEDGMENTS section. Generally, other footnotes, e.g., details or explanations of the text or references to source materials should be omitted.

Tables. A complete set of tables should accompany each copy of the manuscript. Each table should be typed (double spaced), cross- or lengthwise, on a separate $8\frac{1}{2} \times 11$ inch page. Each table should be numbered with an arabic numeral and carry a heading. Explanatory footnotes should be brief and not include details of experiments or methods. They should be indicated by superscript lower case letters (rather than numerals, asterisks, or daggers, etc.). A table which does not fit on a single page often attempts to present too much material and may be improved by condensing the

material or presenting it in more than one table. Text reference should be made to all tables.

Figures. A complete set of figures should accompany each copy of the manuscript. Figures should be submitted as glossy photographs or as India ink drawings, neither larger than $8\frac{1}{2} \times 11$ inches. Diagrams, complicated formulae, equations or other unusual supplementary material should be prepared as drawings. Photographed copies of drawings are acceptable. There should be no typing on figures. Lettering should be done with a lettering set. The figure number (use arabic numeral) and legend should be typed on a separate $8\frac{1}{2} \times 11$ inch page. The figure number and name of author(s) should be written lightly with a soft pencil on the back of each photograph or drawing. Authors should remember that figures usually will be reduced to a $\frac{1}{2}$ page width.

Numbers, abbreviations and symbols. Except when used with a unit of measurement or in a formula, numbers one through ten should be spelled out; numbers above ten, wherever used, should be expressed by arabic numerals. For accepted usage of abbreviations and symbols other than the following, authors should consult current issues of biological, chemical, or other scientific journals. Degrees Centigrade should be written as 100 C (not 100°C); the singular and plural of second, minute, and hour = sec, min, and hr (no period), respectively; days, weeks, and months are not to be abbreviated. liter = l. (with period to distinguish it from number one); milliliter = ml (not cc); gram = g; milligram = mg; microgram = μ g; Molar = M; normal (solution) = N; number = no.; ratio = (e.g.) 1:10; dilution = (e.g.) 4 mg/ml; per cent (used only with a number) = (e.g.) 5%.