

## INSTRUCTIONS FOR AUTHORS

Three copies of a manuscript, together with a cover letter indicating the Academy Section appropriate for editorial review, should be sent to:

Dr. Donald E. Kizer, Editor  
 Proceedings of the Oklahoma Academy  
 of Science  
 The Samuel Roberts Noble  
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 Route 1  
 Ardmore, Oklahoma 73401

A manuscript may be submitted any time, but only those received by December 15 will be eligible for publication in the next year's volume. PROCEEDINGS OF THE OKLAHOMA ACADEMY OF SCIENCE accepts manuscripts prepared as a NOTE or REPORT, which describes previously unpublished, original research, or manuscripts prepared as a review ARTICLE, in which related facts or incidents are uniquely correlated or discussed. All manuscripts are reviewed and publication is contingent upon favorable recommendation by reviewers.

Blaise Pascal once wrote a friend "I have made this a rather long letter because I haven't had time to make it shorter." Manuscripts should be clear and concise. Brevity is a condition where words cover more ground than they occupy. Authors are urged to be brief, but grammatically correct sentences should pass the test for readability. Attention to directions below will expedite publication of manuscripts and will limit propagation of errors.

### DIRECTIONS

**Typing the manuscript.** Three typed copies (original and 2 carbon or facsimile copies) must be submitted. Bond or similar opaque, smooth paper (8½ x 11 inches) should be used. 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 the right corner of the upper margin.

**Format of paper.** Recent issues of the Proceedings should serve as a guide for preparation of a paper in the form of a report, a note, or an article. All papers should be headed with (a) title, (b) name(s) of author(s), and (c) name(s) and address(es) of institution(s).

**REPORT.** This is the usual form of a scientific paper which describes an original investigation. The report should begin with a summary which describes, usually in no more than 100 words, the purpose of the paper and the findings and/or conclusions. After an introduction, the rest of the text should be divided into sections by the following center headings: METHODS (or MATERIAL AND METHODS); RESULTS; DISCUSSION; ACKNOWLEDGMENTS (if any); REFERENCES.

**NOTE.** This is a short paper, usually 2 to 3 pages of manuscript, which describes preliminary or limited observations. Except for the omission of the summary, the body of the text is developed in the manner described for REPORT, but sections are not subdivided by center headings. The text is followed by sections headed ACKNOWLEDGMENTS (if any) and REFERENCES.

**ARTICLE.** These manuscripts will deal chiefly with previously published writings, but will correlate or discuss these writings in unique ways. After a short summary which describes the purpose and the sense of the article, the author may develop the text in a manner that best serves his purpose. The body of the text should be followed by ACKNOWLEDGMENTS (if any) and REFERENCES.

**REFERENCES.** Only published papers, books, or those "in press" should be listed; publications not cited in the text should not be listed in the reference section.

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 publications listing official abbreviations, e.g., BIOLOGICAL ABSTRACTS LIST OF SERIALS WITH TITLE ABBREVIATIONS; ACCESS; CUMULATIVE PERIODICAL INDEX OF SOCIOLOGICAL ABSTRACTS; or WORLD LIST OF SCIENTIFIC PERIODICALS.

Journal references should list, in this order: names of authors, name of the jour-

nal, volume number, inclusive pages, year, e.g.,

1. Z. I. AKOPYAN, A. A. KULYGINA, I. I. TERZEMAN and V. Z. GORKIN, *Biochim. Biophys. Acta* 289: 44-56 (1972).
2. R. KAPLAN, *Int. J. Biochem.* 3: 443-448 (1972).

References for books and other non-periodical publications should list in this order: names of authors, editor (if appropriate), title, name and address of publisher or name and address of institution, year of publication, and page number (if appropriate), e.g.,

1. A. SZENT-GYORGYI, *The Living State, with Observations on Cancer*, Academic Press, Inc., New York, 1972.
2. D. E. KOSHLAND, JR., A. CONWAY, and M. E. KIRTLEY, in: E. KVAMME and A. PIHL (eds.), *Regulation of Enzyme Activity and Allosteric Interactions*, Academic Press, Inc., New York, 1968, pp. 131-143.
3. C. J. DICOSTANZO, *Ceael Census Techniques and Harvest of Fishes in Clear Lake, Iowa*, Ph.D. Dissertation, Iowa State College, Ames, 1956.

**References are Citation of References.** cited in the text by a number in parentheses. If the names of authors are to be mentioned, any reference with 3 or more authors is cited by giving the first author's name, followed by "et al." In those instances where an author wishes to make particular and repeated references to the same book or other non-periodicals, the number representing this publication in the reference list should be followed by the specific pages, e.g., (1, p. 94) or (1, pp. 30-33).

**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 numbered with an *arabic* numeral and carry a heading. Each table should be typed double spaced,

cross- or length-wise, on a separate 8½ x 11 page. Explanatory footnotes should be brief and not include details of experiments or methods. They should be indicated by superscript lower case letters, not by 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 8½ x 11 inches. Diagrams, complicated formula, 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 8½ x 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 ½ 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 those listed below, 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 - 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%.