

Instructions for authors

Aims and scope

Chinese Birds, launched from March 2010, is an international journal of ornithology jointly sponsored by Beijing Forestry University and the China Ornithological Society. The Journal intends to publish primarily original articles, reviews and short communications produced by authors across the world, covering the full spectrum of subjects in ornithology, including research in fossil birds. A special column, Birds in China, will report research in birds endemic to China, and such manuscripts will be invited regularly. All manuscripts will be peer reviewed.

Editorial policy

Manuscripts submitted to *Chinese Birds* must not be under simultaneous consideration by any other publisher and should not have been published elsewhere in substantially similar form. No part of a paper which has been published by *Chinese Birds* may be reproduced or published elsewhere without the written permission of the publisher.

The editors reserve the right to reject manuscripts without review. Such rejections must be approved by the Editor-in-Chief, and are intended to alleviate unnecessary workload for the editorial board, as well as provide authors the opportunity to seek other publishing options as soon as possible.

The Editor-in-Chief and/or one of the Associate Editors will be responsible for organizing the peer reviewing process. Usually, the manuscript will be reviewed by two or more referees, and decided finally by the Editor-in-Chief to accept or reject.

Manuscript preparation

All papers should be written in concise English but should contain sufficient detail to illustrate how the results were obtained. Manuscripts should be composed in Microsoft WORD file or in Endnote, written with standard 10- or 12-point Times New Roman fonts, left-aligned and double-spaced with wide margins. American spelling throughout the manuscript is preferred.

Please note that line numbers and page number should **NOT** be added in the text since the submission system will finish these automatically.

Cover letter

A cover letter should accompany all submitted manuscripts, indicating the statements below:

1) All authors of this research paper have directly participated in the planning, execution, or analysis of the study, and have read and approved the final version of the paper submitted.

2) The contents of this manuscript have not been copyrighted or published previously, are not now under consideration for publication elsewhere, and will not be copyrighted, submitted or published elsewhere while acceptance by the Journal is under consideration.

3) All directly related manuscripts or abstracts, published or unpublished, by one or more authors of this paper have been included with the manuscript submission.

All manuscripts are considered for publication with the clear understanding that their contents have not been previously published; abstracts and papers presented at scientific meetings and published as part of the proceedings are excepted, but copies must accompany the manuscript submission. Failure to submit all related abstracts and manuscripts will be cause for rejection, even if the failure is discovered after an acceptance letter is mailed. If there is any doubt about whether a manuscript qualifies as related, it is best to submit it.

Title page

The title page must SEPARATELY accompany each submission, indicating 1) paper title, 2) running title, 3) author name(s), 4) affiliations and address(es), 5) e-mail address(es), 6) Telephone or fax number(s) (not mandatory), 7) one corresponding author to whom all correspondence is to be addressed, 8) acknowledgement (including sources of financial support and gratitude to others). Please note that personal information indicative of authorship should be minus from the text of the manuscript.

Paper title should be explicit, descriptive and as brief as possible – usually no more than 50 words in length. The length of running title should not exceed 50 characters. Authors should have participated sufficiently in the work to take public responsibility for the content.

Authorship should be based on all of the following conditions: 1) substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data; 2) involvement in drafting the article or revising it critically for important intellectual content; and 3) final approval of the version to be published. Any changes in authorship must be approved in writing by all authors. Capitalize all the letters in the family name, for example, Philippe CHOUTEAU, Xiaoming ZHANG. The affiliation is the university, institute or laboratory where the work was done.

Title page example:

Breeding biology of Coquerel's Coua (*Coua coquereli*) in Western Madagascar

Running title: Breeding biology of Coquerel's Coua

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Acknowledgments

Paper format

For review articles

Reviews give a general overview of a particular field, providing the reader with an appreciation of the importance of the work, historical context, a summary of recent developments, and a starting point in the specialist literature. Manuscripts should not be less than 4000 words in length, divided into appropriate sections, with an extensive list of references. In addition to undergoing the same rigorous level of technical peer-review as Research papers, Review articles will be critiqued based on the general impact of the field being reviewed, preexisting reviews of the field, and acknowledgement of the contributing author as a dominant figure in the field. Therefore, it is strongly recommended that authors interested in submitting a Review article correspond with the Editor prior to submission. General formatting text, illustrations, and references are the same as outlined for Research papers.

For original articles and short communications

Studies that are of high scientific quality and that are of interest to the diverse readership of the journal. Manuscripts should include an abstract and appropriate experimental details to support the conclusions. Manuscripts should include the following sections: title, abstract and keywords, text (introduction, study area/methods, results, discussion), references, tables, figure captions and figures, and appendices (if needed).

A short abstract not more than 500 words written in a single paragraph, clearly indicating the objectives, research methods, results as well as conclusions achieved, should appear on the first page. Up to 8 keywords should be separated by commas.

Tables

Authors should avoid large tables. If many data are to be presented, an attempt should be made to divide them over two or more tables.

Table requirements:

- 1) Supply units of measure at the heads of the columns. Abbreviations that are used only in a table should be defined in the footnotes to that table.
- 2) Should always use rows and columns to correlate two variables. Do not embed tables as graphic files, document objects, or pictures.
- 3) Submitted as three-line tables. Vertical lines are generally not used.
- 4) Label each table at the top with a Roman numeral followed by the table title. Insert explanatory material and footnotes below the table. Designate footnotes using lowercase superscript letters (^a, ^b, ^c) reading horizontally across the table.
- 5) Must be sequentially numbered and called out in the text as, e.g. Table 1.
- 6) Each table should be typewritten on a separate page of the manuscript.

Figures

Graphs should be practically self-explanatory. Dimensional drawings and diagrams should include only the essential details and as little lettering as possible. They should present more of a picture than a working drawing.

Figure requirements:

- 1) figures should be drawn in the size they virtually appear.
- 2) number all figures (graphs, charts, photographs, and illustrations) in the order of their citation in the text and cited as, e.g. Fig. 1. Include a title for each figure. Use a, b, c... to give titles for subfigures if there are any.
- 3) Figures should be sharp, noise-free, and of good contrast. All lettering should be large enough to permit legible reduction. The figure quality should meet the resolution requirements of color images (> 300 dpi), mono images and line-drawings (> 600 dpi), and screen images (> 72 dpi).
- 4) Color figures, unless necessary, are better drawn in black and white for line-drawing; and grayscale for images.
- 5) Figures should be placed on separate pages of the manuscript, and figure legends should appear in proper locations in the text. Beside, authors are required to submit the figures in their original electronic formats together with the manuscript in order to display their best accuracy to detail.

Formulae and equations

- 1) Formulae should be typewritten whenever possible.
- 2) It is extremely important that all mathematical symbols and letters used are identified and listed and that the required style of appearance of such symbols is clearly indicated, e.g., bold face, italics, script, outline, etc.
- 3) Subscripts and superscripts should be set off clearly.
- 4) The words Equation or Equations should appear in full at the beginning of sentences but be abbreviated to Eq. or Eqs. elsewhere.
- 5) A nomenclature can be included (with the use of = signs) after the abstract if there is a significant number of symbols in the paper.

Equations should be located separately from other lines if they are long or complicated.

Units of measure

Laboratory values are expressed using conventional units of measure, with relevant Système International (SI) conversion factors expressed secondarily (in parentheses) only at first mention. In tables and figures, a conversion factor to SI should be presented in the footnote or legend. The metric system is preferred for the expression of length, area, mass, and volume.

Latin names and words

Latin names of organisms should be typed in italics and placed in parenthesis after their corresponding English names of the first mention in the abstract and the main text, for instance, "Golden Pheasant (*Chrysolophus pictus*)", "Chinese fir (*Cunninghamia lanceolata*)". But do not italicize common Latin words, abbreviations or phrases like "et al.", "i.e.", and "in vivo".

Appendices (if needed)

Appendices, if needed, should be provided after main text of the manuscript following the numeral order: Appendix 1, Appendix 2,

Citations and references

In-text citations must agree with the references in names and year. The references should be presented completely and without mistakes, and should be the original publication. References should be cited in the text by the author's surname and year of publication. Grouped citations should be separated by semicolons and given in chronological order: e.g., (Peterson, 1984; Jackson and Whitehead, 1991; Shuman et al., 2001, 2004).

Reference section should be arranged alphabetically according to the author's surname. Names of all the authors of a literature should be listed. Journal names could be spelled out in full or in their standard abbreviations.

Examples:

1) for journals

Aragon S, Møller AP, Soler JJ, Soler M. 1999. Molecular phylogeny of cuckoos supports a polyphyletic origin of brood parasitism. *J Evol Biol*, 12:495–506.

2) for books

Batt BDJ, Afton AD, Anderson MG, Ankney CD, Johnson DH, Kadlec JA, Krapu GL. 1992. *Ecology and Management of Breeding Waterfowl*. University of Minnesota Press, Minneapolis.

3) for a chapter in a book

Goss-Custard JD. 1985. Foraging behaviour of wading birds and the carrying capacity of estuaries. In: Sibley RM, Smith RH (eds) *Behavioural Ecology*. Blackwell Scientific Publications, Oxford, pp 169–188.

4) for dissertations

Hawkins AFA. 1994. *Forest degradation and the Western Malagasy forest birds community*. Dissertations, University of London, London.

5) for papers in press

Slifka MK, Whitton JL. 2000. Clinical implications of dysregulated cytokine production. *J Mol Med*. doi:10.1007/s001090000086.

6) for online documents

Doe J. 1999. Title of subordinate document. In: The dictionary of substances and their effects. Royal Society of Chemistry. [http://www.rsc.org/dose/title of subordinate document](http://www.rsc.org/dose/title%20of%20subordinate%20document). Accessed 15 Jan 1999.

Submission of papers

The first thing you need to do, if you have not done so already, is register for an account on our online submission and review system with ScholarOne ManuscriptCentral (<http://mc03.manuscriptcentral.com/cbirds>). After this, please consult the User Guide to enable you to submit your article through our secure server.

For optimum performance, we recommend that your browser should be either Netscape 4.7 or above, or Internet Explorer 5.0 and above.

Please be sure that your browser is set to accept cookies. Our tracking system requires cookies for proper operation.

Process for manuscript submission

Authors may suggest 2–3 reviewers. Please provide the name, postal address, and e-mail address, telephone and fax numbers, and fields of interest. Authors may also suggest that specific individuals not be involved as reviewers, but *Chinese Birds* reserves the right of final selection.

Adobe Acrobat

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Manuscript status

Upon receipt of the manuscript, *Chinese Birds* Editorial Office will immediately assign a code number, which is strongly recommended for use in subsequent correspondence. A letter acknowledging receipt will be sent to the corresponding author. After being pre-reviewed by the editors, most of the submitted manuscripts will be sent to expert referees for peer-review. All manuscripts are subject to editorial modifications. *Chinese Birds* disclaims any liability for statements made by authors or advertisers.

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Proofs

Once the manuscript has been accepted, the corresponding author will receive PDF proofs and are responsible for proofreading and checking the entire article. Authors should correct only typesetting errors, no major alteration of the text will be accepted. Page proofs must be returned within 72 hours to avoid delays in publication.

Costs

Currently, *Chinese Birds* has a page-charge-free publishing policy to encourage authors to submit high-quality papers. Authors will also not be charged for cost of publishing color figures.