

ABCN - Author Guidelines

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The African Bat Conservation News (ABCN) is a quarterly publication, which deals with all the aspects of African Bat study with the aim to improve the conservation of bats on that continent, and the surrounding islands.

Manuscripts for ABCN are to be submitted electronically, preferably in MS Word for Windows format (Mac users should save their file in Word, and then attach it as a Windows Friendly document.) to ABCN_scientificeditor@africanbats.org. Tables and illustrations should be presented on separate pages, which might be included in the same document or in separate documents. All pages, tables and illustrations should be numbered and a legend should be provided either directly with the table/illustration or on a separate page. If a separate page is used, then all of the legends should be separated from the table/illustration. Line images should be at a 300 dpi resolution while photo images should be at 350 dpi. If the total size of all files exceeds 5 MB, send the manuscript in zipped format. Only manuscripts in English are processed.

The manuscript should contain at least the following information:

- a) The title
- b) The full name and correspondence address of the author(s), with the surname in capitals, as well as an e-mail address.
- c) Up to 6 keywords
- d) The main text
- e) References

For extended manuscripts (over 10 pages), the "main text" should contain the following sections: Introduction, Material and Methods, Results and Discussion. Additionally sections, such as Abstract, Conclusions and Acknowledgements, are allowed.

In the manuscript, scientific names of the genus level and below are to be entered in italics. After the first occurrence, the (sub)genus names can be shortened to their generally accepted abbreviation, as long as this doesn't lead to any confusion. The first occurrence of a scientific name should be accompanied by the name of the author and the year of publication [e.g. *Scotophilus nigrita* (Schreber, 1774)].

For manuscripts covering taxonomic and/or zoogeographical issues references to voucher specimens need to be included.

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In the text, the word "Figure" should not be abbreviated, and should be entered with a capital "F". References to tables should use the word "Table" with a capital "T". Tables should also take into account a page size of (27.353 x 17.991 cm) or of the column width (8.741 cm). The minimal font size for a table is 9 points. Long sentences and passive tense should be avoided. Sentences should also be followed by a double space after their final punctuation (".", "?", "!"). Punctuation marks should not be preceded by spaces.

If dates are entered in short format, this should be the European format: dd/mm/yyyy.

The manuscripts should be submitted in English. Please use a spelling checker to correct any obvious errors, but be aware that these checkers might suggest erroneous corrections. You might use a translation program such as "Google Translate" for guidance, but DO NOT copy/paste the proposed translation as such, as the quality of the translation is not always up to standards.

Please have your manuscript checked by someone with sufficient knowledge of the English language. The editorial team will correct minor language errors, but WILL NOT rewrite the manuscript. Manuscripts will be rejected if the language is of poor quality.

References in the text should be entered as follows:

- a) All author names should be entered in uppercase letters
- b) When the publication was written by two authors, both names should be separated by the word "and" (not by an ampersand "&")
- c) When the publication was written by three or more authors, only the name of the first author is mentioned, followed by "*et al.*" (in italics)
- d) References can be entered with only the year of publication in between brackets [e.g. SEAMARK (2010)], or with the name of the author(s) and year of publication in between brackets. In the latter case, the author name(s) should be separated from the year by a comma [e.g. (KOCK and STANLEY, 2008)]
- e) Consecutive references must be separated by a semicolon (;), unless they are by the same author(s) in the same year [e.g. GAISLER and HANAK (1972a, b)].
- f) References to the page on which the authors made their statement can be entered by separating the year and page number by a colon (:) [e.g. GAISLER and HANAK (1972a: 123) or (SEAMARK, 2010: 2)].

All the references in the text should be included in the references list at the back of the manuscript and the references list should only contain references mentioned in the text. Author names that only appear in the text after a species' name are not to be included in the reference list

Each reference in the references list should contain the following information: authorship, year of publication, title of the article, complete (non-abbreviated) name of the journal or book, volume, issue number, and first and last page. The names of the journals or books should be entered in italics and the volume information in bold. Where a Document Object Identity (doi) is part of the publication, this is to be included after the last page number.

For electronic publications, the website should be mentioned as well as the date this publication was downloaded. The references should be entered in alphabetical order on the author's surname.

Example:

- ANDRIAFIDISON, D., CARDIFF, S.G., GOODMAN, S.M., HUTSON, A.M., JENKINS, R.K.B., KOFOKY, A.F., RABEARIVÉLO, A., RACEY, P.A., RANIVO, J., RATRIMOMANARIVO, F.H. and RAZAFIMANAHAKA, H.J. 2008. *Pteropus rufus*. In: IUCN 2010. IUCN Red List of Threatened Species. Version 2010.3. <www.iucnredlist.org>. Downloaded on **13 September 2015**.
- BOLLEN, A. and VAN ELSACKER, L. 2002. Feeding ecology of *Pteropus rufus* (Pteropodidae) in the littoral forest of Sainte Luce, SE Madagascar. *Acta Chiropterologica* **4** (1):33-47.
- HUTCHEON, J.M. 2003. Frugivory by Malagasy bats. In: GOODMAN, S.M., BENSTEAD, J.P. (Eds.), *The natural history of Madagascar*. The University of Chicago Press, Chicago, pp. 1205-1220.
- RALISATA, M., RAKOTONDRAVONY, D. and RACEY, P. A. 2015. The relationship between male Sucker-Footed Bats *Myzopoda aurita* and the Traveller's Tree *Ravenala madagascariensis* in south-eastern Madagascar. *Acta Chiropterologica* **17(1)**: 95–103. doi: [10.3161/15081109ACC2015.17.1.008](https://doi.org/10.3161/15081109ACC2015.17.1.008).
- ROSEVEAR, D.R. 1965. *The bats of West Africa*. Trustees of the British Museum (Nat. Hist.) London: i - xvii, 1 - 418.

Authors are advised to check the website (www.africanbats.org/Documents/ABCN/ABCN - Author Guidelines.pdf) for the most up-to-date version of these Guidelines.

Additional information can be put on-line after publication. This should be limited to information that cannot be included in a manuscript (such as movies) or is too elaborate to be included (such as extensive data tables). The additional information should be submitted together with the manuscript for reviewing purposes.

The ABCN is an open source journal that wishes to distribute its paper as widely as possible. All published issues will be put on-line as high resolution PDF. Copyright thus remains with the authors.

PERMITS AND ETHICS

Permit numbers, together with any ethical clearance for the study should be included in the Material and Methods or Acknowledgement section of the MS. Copies of permits may be requested, before publication. Opportunistic research and finds

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without a permit or ethical clearance, will be accepted if shown to be truly opportunistic in nature.

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