

ARACHNOLOGY

The journal of the British Arachnological Society

GUIDANCE FOR AUTHORS 2018

Submission of manuscripts

Arachnology is devoted to the study of arachnids, excluding papers relating solely to mites. All contributions are in the English language. Papers are accepted on the understanding that they are not being offered in whole or in part to any other journal, and that the author is offering the British Arachnological Society the right of reproduction without payment to the author(s). There are no submission or page charges to authors.

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Text

All text (including references, figure legends, etc.) should be double spaced, with wide margins (*c.* 1", 2 cm), on numbered pages. Line numbers should not be used and will be added during the submission process.

Manuscripts should be concise and the title of the paper as short as possible. A short running title, suitable for page headings, should be indicated if the full title is longer than 40 characters, including spaces. The title should be in sentence case.

The name(s) of the author(s) will appear at the beginning of the paper, together with the institution in which the research has been carried out, and email address(es). If any author has subsequently moved to a new address, this may be given in a footnote.

All papers except short notes should be accompanied by an Abstract (not more than 200 words) in continuous prose, giving a succinct account of the subject, results obtained, and conclusions, followed by a list of useful Keywords not contained in the title.

Tables, footnotes, and legends for illustrations should be placed separately at the end of the manuscript, and should be kept to a minimum.

The text should include, in order: Title, author(s) and address(es), Abstract, Keywords, main text, References, tables with their headings, legends to figures, and any footnotes.

All living organisms, where exactly identified and relevant to the article, should be given their full scientific name. Latin names of genera and species should be italicized. The first mention of a species should include the full scientific name with authority, but thereafter the authority can be omitted.

An initial capital letter must be used for proper names, the Latin names of orders, families, etc., but not for anglicized derivatives from Latin names nor for English names of plants and animals.

Dates should be in the form "12 January 1969"; the month should not be indicated by a figure.

All figures, including half-tones and line drawings, should be referred to as Fig. 1, Figs. 2–3, etc., and numbered sequentially throughout the paper. Should it be necessary to divide a figure into separate parts, they should be referred to as Fig. 1A, B, C, etc.

If a new taxon is described, the location of the type material in a museum must be indicated. ICZN rules should be adhered to. The Editor will ensure that new taxa are recorded in Zoobank.

The metric system is used throughout. Only the minimum of numerical matter essential for clarity should be used.

References to literature

References should be listed in alphabetical order at the end of the paper in the following forms:

- CURTIS, D. J. 1968: *Fine structural studies on the eyes of Phalangida*. Ph.D. thesis, University of Liverpool.
- GABBUTT, P. D. 1969: Chelal growth in pseudoscorpions. *Journal of Zoology* **157**: 413–427.
- HUXLEY, J. S. 1932: *Problems of relative growth*. London: Methuen.
- MANTON, S. M. 1968: Terrestrial Arthropoda 11. In J. Gray, *Animal locomotion*. London: Weidenfeld & Nicolson: 333–376.
- MERRETT, P., RUSSELL-SMITH, A. & HARVEY, P. 2014: A revised check list of British spiders. *Arachnology* **16**: 134–144.
- WORLD SPIDER CATALOG 2018: *World spider catalog, version 18.5*. Bern: Natural History Museum, online at <http://wsc.nmbe.ch>

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All figures should be arranged to fit in either column width (8.4 cm) or page width (17.7 cm).

Explanations should, where possible, be placed in the legend; the drawing itself should contain a minimum of lettering which should be done in a sans serif typeface, with appropriate allowance made for any reduction. Graph curves may be distinguished by the use of solid, pecked or dotted lines; avoid 3D effects in graphs.

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