

## Instructions to authors – Norwegian Journal of Entomology – v.12122011

**General.** All manuscripts must be in English. Authors whose native language is not English are encouraged to have their manuscripts read by a native English-speaking colleague before submission. Authors are encouraged to submit manuscripts by e-mail to the editor (oivind@biofokus.no). All manuscripts will be considered by referees before acceptance. Nomenclature must be in agreement with the *International Code of Zoological Nomenclature* (4<sup>th</sup> edition 1999). Scientific names of genera and species must be written in italics. The name of the author and year of description (if appropriate), separated by a comma, should be included the first time the name of an insect or another terrestrial arthropod is mentioned in the text, e.g. *Rhyacophila nubila* (Zetterstedt, 1840). Names of authors should be written in full. Authors of plant species need not to be given. Metric systems should be used. If possible, use the common font New Times Roman and use as little formatting as possible (use only **bold** and *italics* where necessary). The style of each author is generally respected but they must follow the following general guidelines.

**Title.** Should be concise and informative. The higher taxa containing the taxa dealt with should be indicated in parentheses.

**Abstract.** Should not exceed 300 words and should cover the main results and conclusions of the paper. Any new names or new combinations proposed in the manuscript should be mentioned. The abstract should be followed by a list of keywords.

**Name(s) of author(s).** Names of all authors should be written in upper case. The address of each author should be written in italics, each on separate lines. E-mail addresses should be given if available.

**Tables.** Each Table must have a heading. Write «Table» in full both in the text and Table heading. Avoid vertical lines in the Tables.

**Figures.** Should be submitted electronically as separate files, e.g. in .jpeg, .tiff or .eps formats, with resolution not less than 600 dpi. The Figures must be numbered consecutively and all figures must be referred to in the text. Write «Figure» in full. The size of the figure must not exceed 210 x 290 mm (standard A4). The author should take into consideration that most figures have to be reduced. In line drawings the line thickness should not be less than 0.25 mm after reduction, and capital letters should not be smaller than 2.0 mm. Choose contrasting patterns and avoid fine tone rasters. Photographs must be of high quality with good contrasts. Maps and morphological illustrations, e.g. pictures of insects, should include a scale bar.

**Localities.** In faunistic papers the names of Norwegian localities should be according to K.A. Økland (1981), Fauna (Oslo) 34, 167–178, and preferably the EIS number and UTM should be added. Dates are written as 19 June 1977 or 19.VI.1977. Example: VE, Horten: Adalstjernet (EIS 19, UTM WGS84 32V NL 816820) 15 June 2005, 1♂2♀♀, leg.L.Aarvik, coll.NHMO.

**References.** Citations in the text should be written as Black (1992), (White 1995) or (Black & White 1998). When a paper has more than two authors, it should be referred to as Smith et al. (1990). Multiple references in the text are given in chronological orders (Smith 1975, Green 1980, Black & White 1998). All references (but not any that has not been cited in the text) should be listed in alphabetical order at the end of the paper. In English reference lists, Ø is equal to O and Å is equal to Aa. Title of journals should be written in full. See examples below. Dissertations resulting from graduate studies and non-serial proceedings of conferences/symposia are to be treated as books and cited as such. Papers not cited must not be listed in the references.

*Journal paper:*

Viitasaari, M. & Vikberg, V. 1985. A checklist of the sawflies (Hymenoptera, Symphyta) of Finland. *Notulae Entomologicae* 65, 1–17.

*Book:*

Oosterbroek, P. 2006. *The European Families of the Diptera. Identification, diagnosis, biology*. 208 pp. KNNV Publishing, Zeist.

*Chapter in book:*

Dennis, R. L. H. & Williams, W. R. 1995. *Implications of biogeographical structures for the conservation of European butterflies*. Pp. 213–230 in Pullin, A. S. (Ed.), *Ecology and conservation of butterflies*. Chapman & Hall, London.

*Internet resources:*

Author (2010) *Title of website, database or other resources*, Publisher name and location (if indicated), number of pages (if known). Available from: <http://xxx.xxx.xxx/> (Date of access).

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