

Guidelines for authors

ASIAN MYRMECOLOGY is a peer-reviewed journal covering all aspects of research on ants in or from Asia, and is published by the International Network for the Study of Asian Ants, "ANeT". The journal publishes original research papers, reviews and short communications in important subfields of myrmecology, without any page charges. Manuscripts should be submitted in grammatically-correct English as a Microsoft Word file to editors@asian-myrmecology.org, together with a covering letter. Current Editors are:

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Preparation of manuscripts

Please prepare your manuscript according to these guidelines. Format the text, tables, legends and references double-spaced on A4 paper with 3 cm margins, and as a WORD or RTF, not a PDF, file. All text should be flush left in Times New Roman 12 points. Number pages and all lines continuously and avoid footnotes.

Keep the article concise and its length appropriate given the amount of information presented. Short communications may not exceed three printed pages, and require no abstract. The first page should include a concise title, an abridged title for a running header (no more than 50 characters), up to seven keywords, full names and addresses of all authors, current addresses if different, e-mail addresses, and indication of to whom queries and proofs should be sent. Articles should include an abstract of about 150 to 200 words. A translation of the abstract in the language of the country in which the work took place can be added. Submit a true-type font (ttf) file if non-European characters are used. Authors should have their manuscripts checked linguistically before initial submission.

Tables and figures must be numbered with Arabic characters and referred to in the text (as Table 1, Fig. 1 etc.). Each table and figure should be on a separate sheet with title and legend and all should be listed at the end of the manuscript text. Legends should be self-sufficient explanations and table legends should comprise information on all given variables. Figures should be submitted with clearly legible labels (type font: Arial) and a key to all character symbols. Maps should have a scale bar and indicate the direction of north. Authors should have copyright for any maps presented. Photographs and paintings should have 600 dpi at print size and can be published in colour. Supplementary material can be deposited at the journal's homepage; refer to it in the text as "Electronic Appendix A1, A2 etc." and provide it in separate files. Use the metric system in text, figures and tables. Designate time in the 24-hour system and write it as 06:30 h or 20:00 h. Use the European system of calendar notation (e.g. 4 December 2005). Taxonomists, please refer to the long version of these guidelines at AM's homepage.

Summary statistics should include measures of both central tendency and dispersion where appropriate, e.g. means and standard deviations (SD). Reports of all statistical tests should include the name of the statistical test, the name of the test statistic and its value, the degrees of freedom and the probability value used to determine significance, and the authors' basic interpretation of their analysis. Probabilities should be reported as exact values if not significant, otherwise rounded off to either $P < 0.05$, 0.01 or 0.001. For example: "Mean head widths were significantly different between the two colonies (mean \pm SD = 0.95 ± 0.20 mm vs 1.10 ± 0.23 mm, t -test, $t_{38} = 2.22$, $P < 0.05$)".

Authors are encouraged to use the EndNote style provided on the webpage. Citations in the text should have the authors immediately followed by the date; for example: (Maschwitz & Maryati 2001). If multiple papers by the same author in the same year are cited, they should be lettered in sequence (2000a, b). In-text citations of publications by three or more authors should be in the form (Buckley *et al.* 2000). Successive in-text citations should be in chronological order. The reference list should be arranged alphabetically and presented as follows:

Reference to article in journal: Yamane S, Itino T and Abdal Rahman Nona, 1996. Ground ant fauna in a Bornean dipterocarp forest. *Raffles Bulletin of Zoology* 44(1): 253-262.

Reference to book: Hölldobler B and Wilson EO, 1990. *The Ants*. Springer Verlag, Berlin, 732 pp.

Reference to chapter in book: Moffett MW, 1988. Nesting, emigrations, and colony foundation in two group-hunting myrmicine ants (Hymenoptera: Formicidae: *Pheidologeton*). In: *Advances in Myrmecology* (Trager JC, ed.), Brill, Leiden, 355-370.

Reference to unpublished thesis or report: Mezger D, 2010. Litter and soil ants in tropical rain forests: How are their diversity, community and food web structured by environmental factors? A case study from four forest types of Sarawak, Malaysia. PhD thesis. University of Ulm, Ulm, 232 pp.

Reference to article on the Internet: Eguchi K, 2005. Important characters for sorting and identifying Indo-Malayan *Pheidole* species. Downloaded from www.antbase.net/poster-exhibition.html on 9 May 2006.

Revised manuscripts should be returned to the editorial office within two months, and accompanied by a separate file containing a detailed response letter showing how all the concerns of the reviewers have been addressed. Editing of the language is a standard procedure after this, and authors will be consulted again for clarification and refinement as necessary. Final proofs will be sent to the corresponding author by email as a PDF file and have to be returned to the corresponding Editor within one week of receipt. Please note: AM is following a slow production strategy!

For a more detailed version of these guidelines, please visit <http://www.asian-myrmecology.org>