

Some Rules for Writing Journal Articles (B Brunhuber and K Pollock)

Modifications for a proposal added at the end of the document

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1. The final abstract of a paper is a detailed summary of its contents. This is different to a preliminary abstract when the work is still to be done. In standard journal format the abstract is all in one paragraph and is about one page long. Thesis abstracts are longer.
2. Make sure you include a list of key words after the abstract.
3. The introduction to an article may overlap a little with the abstract but it is distinctly different in purpose. Begin by describing the topic you are considering and give some history of previous work on this topic. Conclude the introduction with a description of each section of the paper with about one sentence per section.
4. The paper must end with a conclusion section. This should always be oriented towards the future and include some suggestions for future research.
5. "Data" is a plural noun and thus, "the data are significant" is correct!
6. Numbers from 0-9 are written in words, 10 onwards, in numerals
7. Usually 1000s have no spaces, 10 000 is the international scientific notation (as commas are used as decimal markers in French)
8. *et al.* or et al. (Italics or underlined)
9. Affects = a verb; Effects = a noun
10. It's = it is; its = possessive; one's = one is; ones = possessive
11. Use a comma before ",but" and after "respectively,"
12. Do not abbreviate e.g., don't = do not etc.
13. e.g., i.e., (is the correct format)
14. Do not use "you" or "your", instead use "one" or "ones"
11. Avoid expressions such as "we note that.." "as I stated above..."
12. In single authored papers, do not use "we" if you are writing about your own ideas, work, etc.
13. Use past tense for reporting any research that has been done.
14. You are encouraged to use the active rather than the passive voice:
e.g., "Pollock (1995) stated that...." instead of "It was stated by Pollock (1995) that ..."
15. Cite page number in text if using quotations.
16. Cite authors in text with last name and date e.g., Brown (2000) said ...
.....the statistic was consistent (Brown, 2000; Smith *et al.* 2000).
17. Use numerals for days, weeks, months, years....e.g., 6 days etc.
18. Italicize all symbols in text and in equations
19. Use double spacing and do not type on the back of the pages
20. Do not use the & sign..write out "and"
21. "cannot" is one word
22. Avoid "a lot" use many, much etc.
23. Do not start a sentence with "and" or "but" or "also".

24. Table and Figure legends should be very informative so that the table can be understood almost without reference to the text.
25. Check that all references cited in the text are also listed at the end of the paper in alphabetical order by author's last name.
26. Format references as follows:

Book chapter:

Pollock, K. H., Marsh, H., Bailey, L. L., Farnsworth, G. L., Simons, T. R., and Alldredge, M. W. (2004). Separating components of detection probability in abundance estimation: An overview with diverse examples. In *Sampling Rare and Elusive Species: Concepts, Designs and Techniques for Estimating Population Parameters*, W. L Thompson (ed), Washington D. C.: Island Press.

Book:

Seber, G. A. F. (1982). *The Estimation of Animal Abundance and Related Parameters*, 2nd edition. London: Griffin.

Journal article:

Bailey, L. L., Simons, T. R., and Pollock, K. H. (2004). Estimating detectability parameters for plethodon salamanders using the robust capture-recapture design. *Journal of Wildlife Management* 68, 1-13.

Note: There are many formats possible and used by different journals but lets all use this one for your proposal.

Proposal Structure:

Not all of the above applies to your proposal but much the general material does.

The sections I would like to see in the proposal are:

Abstract (Detailed but less so than for a paper abstract, emphasise the methodological approach taken),

Introduction (Literature Review, Development of clear research objectives)

Methods (Expanded over a standard paper, Be sure to include field, statistical and mathematical modeling methods if appropriate).

Results and Conclusions (Only if you have any preliminary ones, It depends on how far along you are with the research).

References (see above for format)