

INSTRUCTIONS FOR AUTHORS

1993

1. **ANIMAL WELFARE** accepts: **Original articles**, ie first reports of the author's own work. **Interpretative articles** based largely on the author's own work and ideas, but incorporating at times animal welfare aspects of previously published material. **Review articles** based largely on other scientists' work. **Short communications** of less than 2000 words. These may be original, interpretative or review papers; factual accounts or field workers' practical experiences in dealing with welfare problems; constructive critiques of other papers, etc. **Technical contributions** from animal keepers, scientists, students, technicians etc, reporting practical methods of improving animal welfare.

UFAW will not publish papers based on work which involves cruelty.

2. **Manuscripts** should be in English, typewritten, double spaced on single-sided A4, with generous margins and pages numbered consecutively. Four copies plus a computer disk of any IBM compatible package should be submitted to the relevant Section Editor or to the Editor-in-Chief. Articles will be scrutinized by a minimum of two referees before acceptance.

3. **Contents of articles.** The title page should give the full title of the paper and the name(s) and address(es) of the author(s) and as appropriate, a short running head title. The full postal address, telephone and facsimile numbers of the submitting author should be given.

4. **Text** should include an **abstract** of not more than 250 words plus **keywords**; an **introduction** and as appropriate, sections on methods, results, discussion, conclusion, acknowledgements and references. **Animal welfare implications** of the paper should be set out at the end of the text as a subdivision of the discussion or conclusion. **Tables and figures** with legends should be on separate sheets. Originals of figures should be submitted with the manuscript.

5. **Layout.** The general style of articles should follow those in this issue in respect of headings, paragraphs, use of italics, quotation marks etc.

6. **Numbers** one to nine should be written in words unless they precede units of measurement. Numbers 10 and above should be written as numerals except at the beginning of a sentence. The 24 hour clock should be used for times of day, eg 1400h and if relevant, corrected to standard local time. **Measurements** should comply with the abbreviations in the International System of Units. **Locations** should be given as latitude and longitude. **Per cent** should be used in the main text except when in parentheses or in tables when % should be used.

7. **References** cited in the text should be carefully checked with those in the reference list and vice versa, particularly to ensure that the spelling of names and the dates match. In the text, references should be with the minimum of punctuation, for example:

- '... carried out by Smith and Jones (1985) ...'
- '.. (Smith & Jones 1985)..'
- '.. (Smith 1985, Jones 1986)..'
- '.. (Smith *et al* 1985)..'
- '.. (Smith 1986a,b, 1988)..'

Citations of personal communications and unpublished data should be avoided if possible.

References should be listed at the end of the text in alphabetical and chronological order of authors with the minimum of punctuation. Book and journal titles should be quoted in full and italicized or underlined to indicate italics. For example:

Boudreau P L and Tsuchitani C 1973 *Sensory Neurophysiology*. Van Nostrand Reinhold: New York
Eaton P 1987 Hygiene in the animal house. In Poole T B (ed) *The UFAW Handbook on the Care and Management of Laboratory Animals, 6th Edition* pp144-158. Longman Scientific & Technical: Harlow
Ross C 1988 The intrinsic rate of natural increase and reproductive effort in primates. *Journal of Zoology* 214: 199-219

8. **Reprints.** UFAW supplies the author with 20 free reprints. Further copies may be ordered at a cost.

9. **Copyright.** The copyright of each paper published becomes the property of UFAW and permission must be sought to reproduce any part or whole of the paper. However UFAW will not put undue limitations on the author to use the material in other works.

Published by
Universities Federation for Animal Welfare
8 Hamilton Close, South Mimms, Potters Bar, Herts EN6 3QD (UK)
Tel: 01707 658202 Fax: 01707 649279