

Guidelines for Contributors

Bird Conservation International publishes papers and communications on subjects relevant to the conservation of birds, with a general preference for those addressing international or high national priorities. Submissions should be in duplicate, typewritten on one side of the paper only, and double-spaced, with positions of figures and tables indicated in the margin. Papers should be concise and factual, taking proper account of previous relevant literature; opinions expressed should be based on adequate evidence. Titles of papers must be accurate and concise, and (for the benefit of abstraction services) include any relevant scientific (taxonomic) name; a running head is needed (the editors will provide this if authors do not). *A full-length paper must include a proper summary.* The use of a word processor is strongly advised.

Whenever possible, authors should consult an issue of *BCI* for style and layout. Spelling generally follows *The shorter Oxford English dictionary*, supplemented by various standard references such as 'Topography' in *A dictionary of birds* (1985) and the most recent addition of *The Times atlas of the world*. Localities with well-known other spellings or older names should have these placed in parentheses after first mention, while localities too small to be in the *Times atlas* should be given their precise geographical coordinates (preferably with some evidence of source).

Modern authorities should be followed for both English and scientific names of birds, with explanations of any deviation. On first mention of a bird both English and scientific name should be given, thereafter only one, preferably the English. Scientific trinomials need be used only if subspecific nomenclature is relevant to the topic under discussion. These recommendations also apply for any other animal or plant species mentioned.

Metric units and their international symbols should be used (other systems of measurement can be added in parentheses), with temperatures in the Centigrade (Celsius) scale. Numbers one to nine are written in full except when linked with a measurement abbreviation or higher number, thus 'five birds' but '5 km' and '5–12 birds'; numerals are used for all numbers above ten, four-figure numbers and above using the comma thus: '1,234', '12,345'. Details of experimental technique, extensive tabulations of results, etc., are best presented as appendices. Dates should be written 1 January 1985, times of day as 08h30, 17h55 (24-hour clock), etc. When citing a conversation ('verbally') or letter ('*in litt.*'), the contact's name *and initials* should be included, preferably with the year of communication. Maps are best marked with a scale and north arrow, and drawn very neatly. Good photographs are also considered. Captions for figures and photographs should be typed on a separate sheet.

References in the text should not use ampersand or comma before the date, and should be chronologically listed, alphabetically if in the same year. Publications by the same authors in the same year may be distinguished by a, b, etc., after the date. Full references must be listed alphabetically at the end in conformity with the existing system of presentation (*which should be carefully checked before submission*). Name(s) and postal address(es) of author(s) should appear at the end of the article, in the format adopted.

Authors will receive proofs for checking which they are required to return within three days of receipt. Proofs of joint papers will automatically go to the senior author. Textual changes in proof cannot normally be countenanced. Twenty-five reprints will be made available irrespective of number of authors, and sent to the senior author.

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