

INSTRUCTIONS FOR THE PREPARATION OF MANUSCRIPTS

For the Annual Reviews of:

Anthropology
Astronomy and Astrophysics
Cancer Biology
Cell and Developmental Biology
Clinical Psychology
Criminology
Developmental Psychology
Earth and Planetary Sciences
Ecology, Evolution, and Systematics
Economics
Financial Economics
Fluid Mechanics
Food Science and Technology

Law and Social Science
Linguistics
Marine Science
Neuroscience
Organizational Psychology and Organizational
Behavior
Political Science
Psychology
Resource Economics
Sociology
Statistics and Its Application
Vision Science

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Revised February 2020

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MANUSCRIPT SUBMISSION CHECKLIST

Include the following with your submission:

RE	EQUIRED ELEMENTS
	Editable files of manuscript, figures, and tables (Microsoft Word or TeX file for text; see <u>Author Graphics Guide</u> for acceptable figure file types); if submitting in TeX, include bib file and all other associated files
	Title Page: full article title, author(s) name(s) and affiliation(s) including email address(es) and, if available, ORCID numbers for all authors, corresponding author contact information
	Keywords: as many as 6
	Abstract: 150 words maximum, except for Astronomy and Astrophysics (225 words maximum)
	Headings: clearly formatted throughout text
	Figures: submit each figure with its own caption clearly labeled; provide a separate file for each figure, and do not integrate them within the text. Send editable, high-resolution or vector files. See Author Graphics Guide for more details. In addition to individual figure files, provide a PDF file containing all figures. Obtain any necessary permissions for use, including paying any fees (Annual Reviews is able to offer assistance with fees in some cases). Please refer to the Figure Permission Guidelines for more details about permission for and attribution of graphics from other sources
	Tables: either all at end of article, following Literature Cited, or submitted together in a separate editable file
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	PDF file of final manuscript, including all figures, tables, references, and optional elements (listed below), in addition to the editable files
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	Terms and Definitions list: provide definitions for as many as 20 of the most important abbreviations or key terms, limited to 20 words maximum; insert below Literature Cited section
	Summary Points list: highlight the central points of your review (as many as 8), in complete sentences; insert above Acknowledgments and/or Literature Cited section
	Future Issues list: note where research may be headed (as many as 8), in complete sentences; insert above Acknowledgments and/or Literature Cited section
	Reference Annotations: brief (15 words maximum) explanation of citations' importance (as many as 10); insert below Literature Cited section
	Related Resources list: up to 10 references, not listed in Literature Cited, to materials (websites, books, videos) that may be of interest to readers; insert below Literature Cited section
	Sidebar (50 words minimum, 200 words maximum) briefly discussing a fascinating adjacent topic; insert below Literature Cited section, but be sure to call out the sidebar in text; it will be typeset near the section containing the callout

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 \square Each manuscript must be originally written for publication in an Annual Reviews journal.

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MANUSCRIPT PREPARATION

SOFTWARE

Manuscripts may be prepared in Microsoft Word or in LaTeX. If using LaTeX, please go to http://www.annualreviews.org/page/authors/gen eral-information, select the journal for which you are writing, and download the appropriate style file and instructions.

STYLE

The style manuals to which we refer at Annual Reviews include The Merriam-Webster Dictionary, The Chicago Manual of Style, and the Council of Science Editors' Scientific Style and Format.

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☑ Be sure all references are cited and all tables and figures are called out in the text.

FOOTNOTES We discourage the use of footnotes as these tend to interrupt the flow of the text. If footnotes are used, number all text footnotes consecutively in order of appearance throughout the article. Use a superscript number to key each footnote to the word or statement annotated (e.g., "The term operator is used"). Do not use footnotes just for references, whether published or unpublished. See the Literature Cited section starting on p. 16 for guidance on references. Designate footnotes to tables by superscript lowercase letters; begin lettering anew for each table.

ITALICS Indicate italics using an italic type style. Avoid the use of underlining.

Use italics for

- Scientific names of bacteria and protozoa
- Genera, species, and subspecific taxa

- In chemical names, p, o, m, n, cis, sec, sic, trans, syn
- Genes, genotypes, loci, markers, mutants, alleles, operons
- Mathematical variables

Do not use italics for

- Emphasis
- Common foreign words such as ad hoc, a priori, in vivo, in vitro
- Abbreviations such as sp., spp., var.
- Names of taxa of rank higher than genus
- Generic names used as adjectives
- Names of microorganisms used colloquially (e.g., actinomycetes)
- Strain designations
- Names of cells, phages, hosts, phenotypes
- Abbreviations for subatomic particles
- R, X, M, B, A, etc. in formulas and equations where they represent chemical elements or groups

LENGTH

ESTIMATING THE LENGTH OF THE MANUSCRIPT Every Annual Reviews volume has an assigned length. Likewise, each article has a length assigned by the editors (always indicated in the letter of invitation). Please keep to this length, which includes any figures and tables submitted.

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Number all pages consecutively and arrange in this order: title page, text, literature cited, article components (see p. 9), figure captions, tables, and figures.

Place the title page on a separate sheet and include

- title of article
- name(s), affiliation(s), and email address(es) for all authors
- shortened running title (40 characters max)
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OUOTATION GUIDFI INFS

Detailed instructions for citing sources and preparing your Literature Cited section are included below. Here we describe some general guidelines for paraphrasing or quoting from others' work:

- When describing the findings or theories of others, always cite source publications in close proximity to your discussion.
- Omnibus citations at the beginning of an article are sometimes appropriate, but they should not be used as substitutes for explicit citations in the relevant sentences or paragraphs of text.
- The original sources of novel technical terminology, or uniquely apposite words or

- phrases recently introduced into the literature, should be cited, unless these terms already have become established in the common vocabulary of the field.
- If you wish to use a sentence, or an essential part thereof, from another article, always set it off in quotation marks and cite its source, preferably including the page number from which the quotation was taken. However, one should keep the number of direct quotations to a minimum.
- If you choose to quote several consecutive sentences from another source, set off this material as an extract. Omit quotation marks and indent from both left and right margins; after the quotation, indicate the author's name and the year of the reference.
- If you need to quote, paraphrase, or abridge more than approximately 250 words from a single source (whether consecutively or in scattered quotations), please ensure that appropriate permission has been obtained from the copyright holder—even when quoting from your own work if someone else holds the copyright. In cases of extensive quotation we urge vou to discuss your intentions, whenever possible, with the quoted author.
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- Keywords: as many as 6; if publishing in an Annual Reviews journal indexed in PubMed, include MeSH terms if possible
- Abstract: 150 words maximum, except for Astronomy and Astrophysics, which allows 225 words inclusive of 3–5 bullet points describing findings)
- Headings: clearly formatted throughout text
- Figures: submit each with its own caption clearly labeled; separate file for each figure, do not integrate within text. Send editable, high-resolution or vector files. See the Author **Graphics Guide** for more details. Number figures consecutively in text (i.e., Figure 2 should not come before Figure 1). In addition to individual figure files, provide a PDF file containing all figures. Obtain any necessary permissions for use, including paying any fees (Annual Reviews is able to offer assistance with fees in some cases). Please refer to the Figure Permission Guidelines for more details about permission for and attribution of graphics from other sources.
- Tables: either all at end of article, following Literature Cited, or submitted together in a separate file
- Literature Cited: formatted per journal specifications

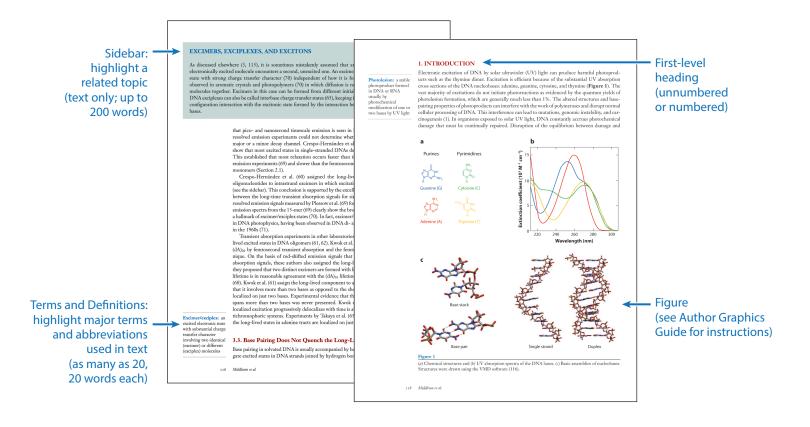
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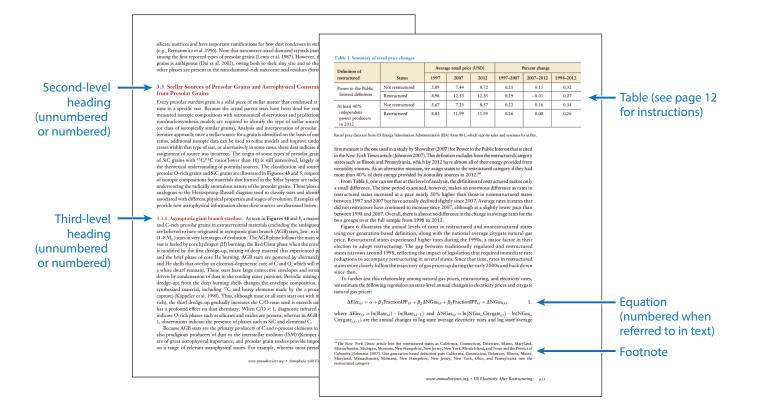
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- Terms and Definitions list: provide definitions for as many as 20 of the most important abbreviations or key terms, limited to 20 words maximum; insert below Literature Cited section
- Summary Points list: highlight the central points of your review (as many as 8), in complete sentences; insert above the Acknowledgments and/or Literature Cited section
- Future Issues list: note where research may be headed (as many as 8), in complete sentences; insert above the Acknowledgments and/or Literature Cited section
- Reference Annotations: brief (15 words maximum) explanation of citations' importance (as many as 10); insert below the Literature Cited section
- Related Resources list: up to 10 references, not listed in Literature Cited, to materials (websites, articles, animations) that may be of interest to readers: insert below the Literature Cited section
- Sidebar (50 words minimum, 200 words maximum) briefly discussing a fascinating adjacent topic. Please give the sidebar a title and insert it below the Literature Cited section, but be sure to call out the sidebar in text: it will be typeset near the section containing the callout. The sidebar cannot contain figures or tables.

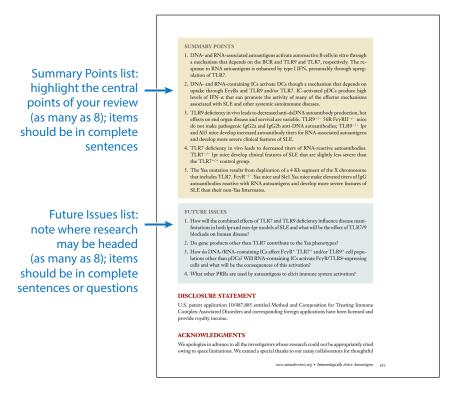
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ARTICLE COMPONENTS



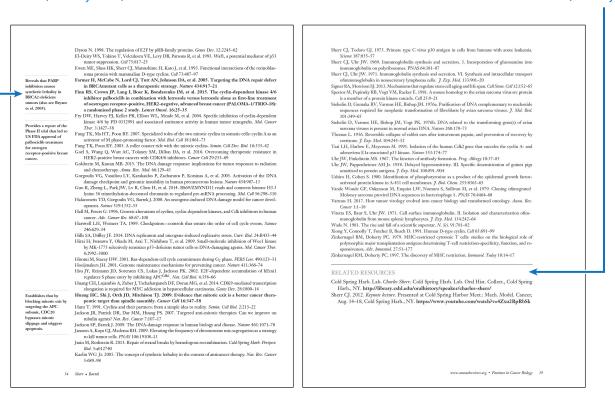


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Reference style and reference annotations: explain the special importance of selected references from Literature Cited (as many as 10)

Related Resources: references to material (other published reviews/articles, online material) not already part of Literature Cited that may be of interest to readers (as many as 6)



ARTICLE COMPONENTS: TABLES

A one-line title for each table should enable the reader to understand the table without referring to the text.

Provide a brief heading for each column; type headings in lowercase letters, capitalizing the first word only. If subheadings are used, draw a horizontal line under the main heading to extend above all relevant subheadings.

Units of measure should be indicated in parentheses after the appropriate heading rather than in the body of the table, e.g., Temperature (°C).

Table 1 Values of muscle-fiber length and muscle physiological cross-section area reported in the literature

	Muscle-fiber length (cm)		Muscle PCSA ^c (cm ²)					
Muscle	Wickiewicza	Friederich ^a	Warda	Tateb	Wickiewicza	Friederich ^a	Warda	Tated
Gluteus maximus (superior)	NA^{e}	10.8	NA	NA	NA	17.4	NA	NA
Gluteus maximus (middle)	NA	13.0	NA	NA	NA	14.6	NA	NA
Gluteus maximus (inferior)	NA	13.9	NA	NA	NA	14.1	NA	NA
Gluteus medius (anterior)	NA	4.7	NA	NA	NA	19.0	NA	NA
Gluteus medius (middle)	NA	6.8	NA	NA	NA	13.3	NA	NA
Gluteus medius (posterior)	NA	6.0	NA	NA	NA	15.4	NA	NA
Vastus medialis	7.0	7.8	9.7	NA	21.1	41.2	20.6	46.1
Vastus intermedius	6.8	7.6	9.9	NA	22.3	49.6	16.7	54.3
Vastus lateralis	6.6	8.0	9.9	NA	30.6	40.4	35.1	69.9
Soleus	2.0	3.0	4.4	NA	58.0	122.2	51.8	NA
Gastrocnemius (lateral)	5.1	6.1	5.9	NA	NA	11.5	9.7	23.9
Gastrocnemius (medial)	3.5	3.9	5.1	NA	32.4	33.8	21.1	43.7

^aData reported by Wickiewicz (51), Friederich (49), and Ward (50) were obtained by dissection of cadaver specimens.

Include additional information in footnotes keyed to the title, heading, or entry of the table as appropriate, a, b, c, etc. Abbreviate longer headings to conserve space and explain the abbreviations in a footnote.

^bData reported by Tate (59) were obtained from magnetic resonance imaging performed on living subjects. Muscle-fiber lengths were not measured by Tate (59).

^cAbbreviation: PCSA, physiological cross-sectional area.

^dMuscle PCSA was calculated using muscle-fiber lengths reported by Ward (50).

^eAbbreviation: NA, not applicable.

GRAPHIC COMPONENTS

Annual Reviews strongly encourages the effective use of figures and tables. Article page allotments include space used for figures and tables. Thus, information presented graphically should be referenced, but not repeated, in the text. Figures and tables you submit with your article will appear in both typeset and HTML versions of your article.

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TABLES

Only material requiring several columns and several entries should be submitted in tabular form (incorporate other material into the text). Tables should fit within an Annual Reviews page width (6.33 in; approximately 15 cm). Submit editable electronic files for all tables.

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BODY OF TABLE Align entries under the appropriate heading or subheading. Make sure your table clearly indicates the vertical alignment of headings and data. Type longer entries in block style, leaving extra space between entries. Align numbers on the decimal; if numerical data are mixed, center entries in the column. Write out repeated entries or merge cells; do not use ditto marks. Use ND (no data or not determined), NA (not applicable or not available), and NT (not tested) as needed; do not use a dash or leave a cell blank.

FOOTNOTES Footnotes should be at the bottom of the table; label each with a superscript lowercase letter (a, b, c, etc.) keyed to the title, heading, or entry on the table. Begin the lettering anew for each table. If a footnote applies to more than one table, key it to the title of subsequent tables. Include references in the body of the table rather than as footnotes.

ACCEPTABLE FILE TYPES Table files must be compatible with Microsoft Word [.doc(x) or .rtf] or Excel [.xls(x)]. Mathematically complex tables may be submitted in LaTeX.

The illustration on the previous page is a guide for laying out the title, columns, rows, and footnotes for a table.

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- Preparation guidelines
- Submission guidelines
- Supported file types
- Size limitations on Supplemental Material
- Maintenance guidelines
- How to call out your Supplemental Material in your article.

LITERATURE CITED

Here, you will find general guidelines for citing sources in your Annual Reviews article. In Appendix A of this handbook, numerous examples illustrate how to list various types of sources (books, articles, websites, conference papers, etc.) in your Literature Cited section.

☑ Each reference in the Literature Cited section must be mentioned in text, figure captions, or tables.

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For journals with numbered references, please download, or obtain from your Production Editor, the appropriate Author Instruction Handbook.

CITATIONS IN TEXT

Use the name-and-year system. In parenthetical citations, do not include a comma between the name and year.

White et al. (1989) tested... Later in situ studies also supported these results (Allen et al. 2009, Zhang 2010).

 Use an ampersand to indicate authorship for two authors. For three or more authors. generally use "et al."

White & Gray (2004) experimented... Smith et al. (1999) tested the theory.

- Multiple citations should appear consistently in either chronological or alphabetical sequence throughout. If the order is inconsistent, alphabetical order will be applied in copyediting.
- Multiple citations within parentheses should generally be separated with commas. Use semicolons when the citations include names with multiple years or to separate unlike items, such as unpublished information.

```
Similar results were obtained in
  yeast (Johnson et al. 2015; Liu
  2003, 2004, 2008; Robinson et al.
  2009; Wilson 1999) and flies...
... (Moorehouse 2006; J.S. Smith,
  unpublished information).
```

 Distinguish between references with the same author(s) and year by indicating 1987a, 1987b,

```
Byron et al. (1986; 1987a,b)
  determined...
```

 If there are references by different authors with the same surname and year, however, do not use lowercase letters; instead, distinguish

them by including the authors' first initials.

```
K.S. Johnson (2009) studied...
G.R. Johnson (2009) later
  investigated...
```

• If a direct quotation is included, provide the page number(s) of the quotation.

```
Mouton (2015) writes compellingly of
  "the reward of the struggle" (p.
  87).
```

- References to specific webpages or other specific online material should be included in the Literature Cited and cited in the usual author-and-name style (rather than by placing the URL in the main text or a footnote). For general mentions of the website of an organization, online database resource, etc., the URL can be placed in parentheses in the main text. For more details, see the section on website citations below.
- References to unpublished observations, personal communications, papers in preparation, etc., should be enclosed in parentheses in text (R.S. Jones. unpublished observations). List all authors up to six (for seven or more authors, list five followed by et al.) and include all their initials (as well as your own) in these citations. Except for Physical Chemistry, do NOT list these citations as references in the Literature Cited section. Entomology does not permit the citation of unpublished works.

CITATIONS IN BIBLIOGRAPHY

- Do not list references as footnotes to the text.
- Do not use Microsoft Word's Footnotes or Endnotes functions for citing/listing references.
- Set line spacing to 2 throughout the Literature Cited section.
- Do not indent the first line of each entry.
- For each author, use last name first, then initials, no periods.
- Responsibility for the accuracy of the bibliographic references rests entirely with the author.

• List references in alphabetical order by last name of author, then by initials, by last name of coauthors, and finally by year. Alphabetize compound surnames by the first word, e.g., list under "de." "van." "von." etc.

```
Zeiger E. 1990. Article title.
Zeiger E, Armond P, Melis A. 1981.
    Article title.
Zeiger E, Bloom AJ, Hepler PK. 1990.
    Article title.
Zeiger E, Field C, de Vitry C. 1988.
    Article title.
Zeiger E, Field C, Mooney HA. 1981.
    Article title.
Zeiger E, Hepler PK. 1991. Article
    title.
Zeiger E, Hepler PK. 1993. Article
    title.
```

- Include titles of articles or chapters for all Annual Reviews except Astronomy and Astrophysics, Condensed Matter Physics, and Nuclear and Particle Science.
- Use italics for the book or journal title (see Appendix A for examples). Do not abbreviate book titles. Abbreviate titles of journals, proceedings, symposia, and serial compendia according to the ISSN List of Title Word Abbreviations (LTWA), published by the International Organization for Standardization. (Go to http://www.issn.org/services/onlineservices/access-to-the-ltwa/ for general information on using the guide, and scroll down to the "View the LTWA" section for the online guide.) Do not abbreviate one-word journal titles.

BIBLIOGRAPHIC STYLE

Most cited sources can be formatted using the general guidelines below. For exceptions or special cases (websites, conference papers, errata, abstracts, etc.), see Appendix A at the end of this handbook.

List numbered references in the Literature Cited with numerals and period, without parentheses. Include the following information (in this order):

1. Name(s) of author(s), last name first, followed

by initials without periods. Include both (or all) initials for each author whenever they were included in the original article or book. Do not leave space between initials. Do not use a comma between surnames and initials—use commas only to separate different authors' names. If a given reference has seven or more authors, list the first five, then type "et al." in the bibliography. (But in text, use et al. for three or more authors.) If a reference has six or fewer authors, list them all. (Exception: For the Annual Review of Astronomy and Astrophysics, if a given reference has six or more authors, list the first three, then type "et al." in the bibliography. If a reference has five or fewer authors, list them all.)

- 2. Year of publication of the article or book, followed by a period, with no parentheses. If the article has recently been accepted for publication and is actually in press, list it in the Literature Cited section. Provide journal title and expected year of publication, plus volume and pages when known.
- 3. Title of article or chapter (except Astronomy and Astrophysics, Condensed Matter Physics, and Nuclear and Particle Science).
- 4. Title of journal (abbreviated unless only one word) or book (not abbreviated unless part of a periodical series), e.g., J. Psychol.
- 5. For a book reference, name(s) of editor(s).
- 6. Volume number, then a colon and inclusive page numbers; if there is no volume number, inclusive page numbers preceded by a comma and "pp." Do not repeat hundreds digit unless needed, e.g., 3-10, 71-77, 100-9, 331-35, 1002-3, 1198-202, 1536-38. The issue number can be included in parentheses immediately following the volume if necessary, e.g., 10(4):123-30
- 7. For a book reference, place of publication, name of publisher, and edition, if necessary. For example: New York: Sage (do not put a period at the end of the reference).

CITATION MANAGEMENT SOFTWARE

If you are using Clarivate Analytics' EndNote, you may download the journal's EndNote style file from the AR website at http://www.annualreviews.org/page/authors/auth or-instructions/preparing/endnotes.

If you are using another reference management program, it may include the style for the Annual Reviews journal for which you are writing. If not, you may be able to use the style for another Annual Reviews journal (contact your Production Editor), or you can edit the citation manager's style module to accord with the Annual Reviews journal style, namely:

 Author names are given last name first, followed by initials—with NO punctuation except for commas between authors and a period at the end.

Sample: Brown J, Smith R, Jones CE.

- The year comes after the names, followed by a period.
- Journal article titles are lowercase except for the first word, proper nouns, and acronyms.
- Journal titles are italic. Abbreviations are followed by periods.

If you have any difficulty setting up your EndNote system, please go to http://www.endnote.com/support.

WEBSITE CITATIONS

GENERAL GUIDELINES When you cite a specific source that is housed online, you should include it in the Literature Cited section. Entries in the Literature Cited section should contain as many items from the following list as are relevant and available.

- Name of the author, editor, compiler, or translator of the web-based item (if available and relevant), followed by any appropriate abbreviations, such as ed.
- Title of article or other short work within a scholarly project, database, or periodical
- Title of an online book or periodical, in italics
- Name of the editor, compiler, or translator of a book (if applicable and if not already listed),

preceded by any appropriate abbreviation, such as ed.

- Publication information for any print or PDF version
- Title of the scholarly project, database, periodical, or professional or personal site (in italics) or, for a professional or personal site with no title, a description such as home page (in italics)
- Version number (if not part of the title) or, for a journal, the volume, issue, or other identifying number
- Date of electronic publication or posting or latest update, whichever is most recent (if the resource is still being updated)
- Name of any institution or organization sponsoring or associated with the website
- URL

For example, specific documents posted online could be cited as follows:

Clin. Data Interchange Stand. Consort. (CDISC). 2007. CDISC and industry collaborative group lead FDA critical path initiative opportunity for data collection standards. Press Release 33, CDISC, http://www.cdisc.org/news/PR33cdis ccdashprojectfinal.pdf

US Food Drug Admin. 2004. Innovation or stagnation: challenge and opportunity on the critical path to new medical products. White Pap., US Food Drug Admin., Washington, DC. http://www.fda.gov/oc/initiatives/ criticalpath/whitepaper.html

Specific webpages should cite, at a minimum, the author or organization, year, page title, website (in italics), and URL. If no specific year of posting or last update is included, use the current year.

Calif. Energy Comm. 2016. Hydroelectric power in California. California Energy Commission.

http://www.energy.ca.gov/hydroelec tric

Taussig M. 2015. Seeds of time. Flatbread Society. http://www.flatbreadsociety.net/st ories/30/seeds-of-time

SPECIFIC VERSUS GENERAL SOURCES ON WEBSITES If you wish to cite a specific source that is housed on a website or that is a pamphlet or report that is downloadable only, these sources should be cited in the Literature Cited section according to the instructions described

above. For example:

Kennedy E, Dodd C, Clinton HR. 2005. Letter to US Dep. Labor, Apr. 12. http://www.nationalpartnership.org /site/DocServer/FMLASenateLetterto DOL.pdf?docID=963

In contrast, to reference a general website that might be a good source of information for your reader, include it in text only, not in the Literature Cited section. For example:

A valuable clearinghouse of information on the passage of the Family and Medical Leave Act is the online library at the National Partnership for Women & Family website (http://www.nationalpartnership.org).

Because webpages and online documents often disappear or move to new URLs, we encourage you to refer only to URLs that you expect to be stable and accessible to readers of your article for many years to come, and to provide enough information in each reference that readers can locate the cited material even if the URL stops working.

You may wish to host material on unstable websites as Supplemental Material (see p. 15). Also, URLs can be included in the Related Resources section of your review (see p. 9).

NOMENCLATURE

GENERAL NOMENCLATURE

The primary nomenclature manual for Annual Reviews is Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers (8th edition). Other authoritative references are listed below.

BACTERIOLOGICAL NAMES Use the List of Bacterial Names with Standing in Nomenclature (http://www.bacterio.cict.fr) and the Approved Lists of Bacterial Names as guides for validly published scientific names of bacteria and archaea. Use Bergey's Manual of Determinative Bacteriology and Index Bergeyana as guides for names of unknown bacteria.

INORGANIC, ORGANIC, AND BIOCHEMICAL NOMENCLATURE We accept all abbreviations, symbols, and trivial names in the rules of the IUPAC-IUB.

DRUGS Use nonproprietary (generic) names for drugs. When the name is relatively unfamiliar, follow its first use with the trade name. Entomology, Medicine, Nutrition, Pathology: Mechanisms of Disease, and Pharmacology and Toxicology require the use of ® as a superscript on first use of a trade name.

EXCEPTION: In *Psychology*, the terms adrenaline and noradrenaline (not capitalized) are permissible in place of epinephrine and norepinephrine.

GENETICS The 8th edition of Scientific Style and Format covers all organisms for which they have been able to obtain rules and guidelines (http://www.councilscienceeditors.org/publicatio ns/resources.cfm). Also see the section on italics in this handbook.

GENUS-SPECIES SCIENTIFIC NAMES Spell out the full generic and specific names on first use: e.g., Escherichia coli. Thereafter, the genus name should be abbreviated to the first letter (E. coli). If the name appears frequently and may be confused with another genus whose first letter is

the same, spell both names out every four or five pages.

INSECTS Use common and scientific names approved by the Entomological Society of America (http://www.entsoc.org/commonnames) whenever possible. Authors from non-North American countries may use common names current in their countries. In general, do not capitalize the first letter of a common name unless a proper name is included.

ABBREVIATIONS AND SYMBOLS

Use abbreviations and symbols sparingly and only if terms are repeated frequently. Define all but the obvious standard symbols and abbreviations when they first appear in text (a list of standard abbreviations and units is provided in Appendix B on p. 26). Avoid using nonstandard abbreviations in titles and headings.

Chemical and graphic formulas may be used (see next section) and are set in roman type. Use U³⁺ rather than U⁺⁺⁺. Atomic weights of isotopes are to be indicated by superscripts preceding the element symbol: ¹⁴C, [¹⁴C]urea.

Use abbreviations of units of measure only when preceded by a numeral: 38 mm (but, a few millimeters).

Use the same abbreviations for units of measure when singular and plural, without periods or apostrophes except in special cases noted in Appendix B. Verbs must agree in number with the quantity: 1 mm is, 3 mm are.... Use a space between the numeral and the unit of measure, except with degree, percent, and Svedberg (5°C, 10%, 6S).

Spell out genus names upon first usage: The name may be abbreviated to its first letter afterward when used in combination with the species name. Never abbreviate generic names when used alone; also, do not abbreviate the species name when a subspecies is designated. For example, use *B. thuringiensis israelensis*, not B. t. israelensis.

EQUATIONS AND FORMULAS

SOFTWARE

If preparing your manuscript in Microsoft Word, you may use either MathType or the Word Equation Editor to create your equations. Word equations will be converted to MathType as part of the manuscript formatting and copyediting step.

LAYOUT

Equations and formulas should be in complete sentence form; include punctuation after displayed equations/formulas.

Set out long equations/formulas on a separate line or lines.

Number displayed equations/formulas if referred to later in the text. Use a single sequence of Arabic numerals, placed to the right of the equation/formula.

Complicated chemical formulas that cannot be typeset on one or two lines must be submitted as graphics (see section on figures); assemble these at the end of the text, preferably grouped together on one page.

Avoid the vertical placing of side chains. Use the following format, indented from the left margin:

CH-C(:CH₂)-CH₂-CH(CH₃)CH₂-CH:CH-COOH

REFERRING TO EQUATIONS

Refer to all numbered equations as Equation 1, Equation 2, etc.; do not use parentheses around the number or designators other than "Equation" (such as "System 3" or "Problem 1").

SPECIAL CHARACTERS

Use the multiplication ex (\times) in numerical and vector products only. In all other cases, use the multiplication (centered) dot.

Use the slash to mean "per"; write km/s, not km s⁻¹. In arrays, use brackets to indicate a determinant and vertical lines for a matrix.

Observe the following order for brackets: {[()]}; do not use parentheses within parentheses.

Use boldface roman rather than arrows for vectors. Use italics for variables, but subscript labels that are not themselves variables should be in roman. Numerals, symbols for chemical elements, and functions such as ln, exp, and cos should not be italicized.

Define uncommon symbols on first use for the nonspecialist.

Distinguish superscripts to superscripts and subscripts to subscripts from double superscripts and double subscripts (e.g., e^{a^2} versus e^{a^2} , η_{H_a} versus $n_{\rm H3}$).

Align subscripts with superscripts when appropriate to do so.

SUBMITTING YOUR MANUSCRIPT FILES

ONLINE SUBMISSION INSTRUCTIONS

We encourage invited authors to submit their manuscripts online. Your Production Editor will send you the URL in advance of your manuscript due date.

HELPFUL NOTES FOR ONLINE SUBMISSION

- If possible, please compress each file using, for example, WinZip, StuffIt, or GZip software. Then upload.
- Whenever uploading more than five files, compress all contents into a single folder and then upload.
- Always include a PDF file of your final manuscript, including figures and tables, in addition to separate, editable files.
- If uploading revisions, please again include a PDF file of revised text, figures, and/or tables.

EMAIL AND FTP SUBMISSION **OPTIONS**

- Files may be attached to an email message and sent directly to your Production Editor.
- Manuscript files must be compatible with Microsoft Word's ".doc(x)" or ".rtf" format. Mathematically complex articles may be submitted in LaTeX.
- A PDF of the final submitted version. including all figures and tables, must accompany all submissions (but does not take the place of editable text and figure files).
- An FTP upload is also an option. Please contact your Production Editor for more information.

APPENDIX A: LITERATURE CITED EXAMPLES

References appear as follows (note patterns of abbreviation, capitalization, spacing, and punctuation):

ABSTRACT

Josen LA, Tollis TM, Anthony A. 1993. Finding solutions to sequences. Fed. Proc. 32(3):855 (Abstr.)

ARTICLE IN A JOURNAL WITH TITLE OF ARTICLE

Roberts DF. 2001. A demographic study of a Dinka village. Hum. Biol. 28:323-49 Wilmington SR, Matouschek A. 2016. An inducible system for rapid degradation of specific cellular proteins using proteasome adaptors. PLOS ONE 11:e0152679

ARTICLE IN A JOURNAL WITHOUT TITLE OF ARTICLE

Berson SA, Balow RS. 1999. Am. J. Med. 50:623-29

[use only for Astronomy and Astrophysics, Condensed Matter Physics, and Nuclear and Particle Science]

ARTICLE IN A JOURNAL IN PRESS

Park IJK, Wang L, Williams DR, Alegría M. 2017. Coping with racism: moderators of the discrimination-adjustment link among Mexican-origin adolescents. Child Dev. In press. https://doi.org/10.1111/cdev.12856

Brown MS, Radhakrishnan A, Goldstein JL. 2018. Retrospective on cholesterol homeostasis: the central role of Scap. Annu. Rev. Biochem. 87:In press. https://doi.org/10.1146/annurev-biochem-062917-011852

ARTICLE IN A JOURNAL WITH AN ERRATUM

Wilson P. 2001. Title of article. J. Mol. Biol. 229:1175-83. Erratum. 2001. J. Mol. Biol. 238:639

BOOK REFERENCE: WHOLE BOOK CITED

Seaver W. 1995. Luck's Lady: The Theory of Probability. Garden City, NY: Doubleday Bronson D, Gerber RA, eds. 2003. Handbook of Biochemistry, Vols. 1, 2. San Francisco: Freeman. 2nd ed.

Lerner RM, ed. 2003. Handbook of Child Psychology, Vol. 1: Theoretical Models of Human Development. New York: Wiley

BOOK REFERENCE: INDIVIDUAL CHAPTER CITED

Bornstein L. 2002. Recombination in bacteria. In Human Genetics, Vol. 1, ed. R Johnston, E Smith, pp. 65-73. London/New York: Macmillan

New MI, Schram P. 2000. Congenital adrenal hyperplasia. In Current Diagnosis, ed. RB Conn, WZ Borer, JW Snyder, pp. 50-75. Philadelphia: Saunders

BULLETIN

Price GK, Lin W, Falck-Zepeda J. 2003. Distribution of market benefits from adopting biotech crops. Tech. Bull. 1906, US Dep. Agric., Washington, DC

DATABASE

Natl. Cancer Inst. 2012. Adult primary liver cancer treatment. PDQ: NCI's Comprehensive Cancer Database, Bethesda, MD, updated Feb. 23. http://cancer.gov/cancertopics/pdq/treatment/adult-primaryliver/HealthProfessional

World Bank. 2012. Little Green Data Book. Washington, DC: World Bank. https://openknowledge.worldbank.org/handle/10986/12266

MAGAZINE/NEWSPAPER/RADIO ARTICLE

Jones A. 2004. Title of article. New York Times, Jan. 15, p. A6 Ledge J. 1999. Spanish Signs. Atlanta, GA, WABE Radio Broadcast, Mar. 15 [do not repeat year if year is the same]

NO AUTHOR ASCERTAINABLE

Begin reference with name of editor, compiler, or sponsoring body, if known. Otherwise begin with title of article, chapter, journal, or book, followed by year. Do not use "anonymous."

PAGE SPAN WITH LETTERS

11:W50-55 11:125S-28S

PAPER PRESENTED AT A MEETING OR CONFERENCE

Andrade RG. 1990. Culture shared and unique. Paper presented at the 69th Annual Meeting of the American Anthropological Association, San Diego, Nov. 3-6

PATENT

Crane P, Lackmeyer G, Longyear J, Melconian A, Steward D. 2006. Electronically scanning direction finding antenna system. US Patent 6,987,489

PREPRINT AND WORKING PAPER

Chiang E, Laughlin G. 2012. The minimum-mass extrasolar nebula. arXiv:1211.1673 [astro-ph.EP]

Pasaniuc B, Price AL. 2016. Dissecting the genetics of complex traits using summary association statistics. bioRxiv 072934.

https://doi.org/10.1101/072934

Chase-Dunn C. 2016. Social movements and collective behavior in premodern polities. Work. Pap. 110, Inst. Res. World Syst., Univ. Calif., Riverside. http://irows.ucr.edu/papers/irows110/irows110.htm

PROCEEDINGS

Diftler MA, Mehling JS, Abdallah ME, Radford NA, Bridgwater LB, et al. 2011. Robonaut 2-the first humanoid robot in space. In 2011 IEEE International Conference on Robotics and Automation, pp. 2178-83. Piscataway, NJ: IEEE

Holder J. 2009. Galactic binary systems. In Proceedings of the 2009 Fermi Symposium, Washington, DC, Nov. 2-5. eConf Proceedings C091122. http://www.slac.stanford.edu/econf/C0911022

RFPORT

New RL, Oldur S. 2001. Propulsion jet streams. NASA Tech. Rep. 32-1529, Jet Propuls. Lab., Pasadena, CA

SUPPLEMENT

If suppl. is part of journal title:

Martin RN, Barrett AH. 2001. Ap. J. Suppl. 36:1-51

If suppl. is not part of journal title:

Taylor CA. 1995. J. Microbiol. 11(Suppl. 2):5-10

THESIS OR DISSERTATION

Cafiso DS. 1997. Electrical and ion selective properties of photoreceptor membranes. PhD Thesis, Univ. Calif., Berkeley

[include thesis or dissertation title in journals that do not ask for article titles]

TRANSLATION

Aachen BL. 1937. Basis of Society. Transl. R Jones, 1958, in Am. J. Sociol. 23:18-57 (From German)

UNPUBLISHED INFORMATION

Refer to such data in the text as personal communication, submitted, unpublished data, etc., listing all researchers by initials and surname (e.g., W.C. Houser, U.M. Bandlier & C.F. Kim, unpublished data). Except for Economics, Financial Economics, Physical Chemistry, and Resource Economics, do not list these references in the Literature Cited section. Citations of unpublished works are not permitted in Entomology.

WEBSITE

Taussig M. 2015. Seeds of time. Flatbread Society. http://www.flatbreadsociety.net/stories/30/seeds-of-time

YEAR, 1ST EDITION

Castellanos J. 1994 (1589). [No period before parentheses]

REPEATED REFERENCES

If different sections of the same book, symposium, etc. are cited in separate references, give full information once, with the reference listed under the editor's name. Include title of chapter in each reference.

Domb AJ. 2002. Lipospheres for controlled delivery. See Salkman 2002, pp. 288-92 Salkman B, ed. 2002. Solid Nanoparticles: Methods and Industrial Applications. Boca Raton, FL: Taylor & Francis

Straub EH. 2001. Hemophilia. See Salkman 2002, pp. 216-49

Do not use "Ibid." Instead, repeat the name of the author each time.

APPENDIX B: STANDARD ABBREVIATIONS AND UNITS

Symbols and abbreviations on this list, as well as all SI base and derived units and prefixes, may be used in your manuscript without explanation.

acceleration of gravity	g	equilibrium constant	K
acquired immune deficiency syndrome	e AIDS	equivalent	eq
alternating current	ac	erg	spell out
angstrom	Å	et alii (and others)	et al.
ante meridiem	AM	et cetera	etc.
approximately	~	exempli gratia (for example)	e.g.
approximately equal	\approx	exponential	exp.
aqueous	aq	figure	spell out
arbitrary unit	a.u.	foot	ft
astronomical unit	AU	foot candle	fc
atmosphere	atm	gauss	G
atomic mass unit	amu	Gibbs energy change	$\Delta G \text{ (not } \Delta F)$
atomic unit	au	giga-	G-
atomic weight	at wt	gram calories	gcal
bar	spell out	gravitational constant	G
barn	b	gravity, centrifugal	g
British thermal unit	Btu	hour	h
calorie (heat calorie)	cal	human immunodeficiency virus	HIV
centimeter-gram-second	cgs	hydrogen ion (concentration)	pН
compare	cf.	id est (that is)	i.e.
cosecant	csc	inch	spell out
cosine	cos	infective dose	ID_{50}
cotangent	cot	infrared	IR
counts per minute	cpm	international unit	IU
curie	Ci	kilo-	k-
curl	spell out	kilobase, kilobase pair	kb
cycles per second	Hz	kilocycle	kc
daltons	Da	kilowatt-hour	kWh
day	spell out	lethal dose	LD ₅₀
decibel	В		
degree	0	levo	L
degrees Celsius	°C	liter	L
degrees Fahrenheit	°F	logarithm	log
deuteron	d	logarithm, natural	ln
dextro	D	magnitude	mag
diffusion coefficient	D	maximum	max
direct current	dc	mega-	M-
dyne	dyn	metric ton (tonne)	t
electromagnetic unit	emu	Michaelis constant	$K_{\rm m}$
electromotive force	emf	micro	μ-
electron	e	microgram	$\mu g \text{ (not } \lambda)$
electron spin resonance	ESR	micrometer (not micron)	μm
electron volt	eV	millibar	mbar
electrostatic units	esu	milliequivalent	meq
enthalpy change	ΔH	milliliter	mĹ
entropy change	ΔS	millimeters of mercury	mm Hg
entropy unit	eu	million years ago, mega annum	Mya, Ma
chaopy unit	Ca		-

minute minutes of arc molar (concentration) mole molecular weight month neutron normal (concentration) oersted page, pages parsec parts per million percent post meridiem potential difference probable error proton radiation, ionizing, absorbed radiofrequency retardation factor revolutions per minute roentgen root mean square second	min arcmin M (not µmol/mL) mol (not M) M _r or mol wt spell out n N Oe p., pp. pc ppm % PM PD pe dose rad RF RF rpm r rms s	solar mass species Specific rotation square centimeter Svedberg (10 ⁻¹³ s) standard deviation standard error tangent tera- tesla three-dimensional ton tonne (metric ton) torr two-dimensional ultrahigh frequency ultraviolet universal gravitational constant universal time variant versus weight concentration general species sp	UT r. spell out g/mL (not mg%) wt% spell out
			-
_		<u> </u>	
second seconds of arc			•
	arcsec	year	spell out
sedimentation coefficient	S		

Annual Review of Linguistics Style Guide Supplement

1. General notes and stylistic conventions

All numbered items mentioned in text must be <u>labeled</u> as one of the following:

- a. Figures (all images, including photos, drawings, maps, and trees)
- b. Tables
- c. Trees
- d. Examples* (for numbered sentences, logical forms, etc.)

*For numbered items that are not figures, tables, or trees, we suggest using the label "example" (or "logical form," "utterance," etc.).

<u>Items in each category must be numbered separately</u>. For instance, an article may contain three figures (Figures 1 through 3), two tables (Tables 1 and 2), and 15 numbered sentences (examples 1 through 15). Each figure and table requires a heading and/or caption (trees and examples do not).

Do use	Do not use
The sentences in examples $1a-c$ show	The sentences in (1) show

2. Formatting of linguistic examples

Examples should be presented as follows:

Do use		Do not use		
(1	la)	John gave Mary a flower.	(1)	a. John gave Mary a flower.
(1	lb)	John gave a flower to Mary.		b. John gave a flower to Mary.

If you are using LaTeX (also see the LaTeX style guide available at http://www.annualreviews.org/page/authors/author-instructions/preparing/latex), the following output will yield the desired result:

```
\begin{enumerate}
\item[(1a)] John gave Mary a flower.
\item[(1b)] John gave a flower to Mary.
\end{enumerate}
```

Language names and labels should be placed on the line immediately above the example, flush left with the text. The reference for the example (if applicable) should be placed immediately below the example:

Do use		Do not use		
	English	(1)	Two simple sentences	
(1a)	John gave Mary a flower.		a. John gave Mary a flower.	
(1b)	John gave a flower to Mary.		b. John gave a flower to Mary.	[English]
	(Smith 2000, p. 1)			_

3. Font style and key terms

Italics used for cited forms (i.e., words or phrases that are being discussed or analyzed)
Underlining used for emphasis

SMALL CAPS used for glosses from sign language

'Single quotes' used around glosses (translations of cited forms)

"Double quotes" used for dialogue and may be used to indicate nonstandard word usage

Please do not use small caps, bold, italics, or quotation marks to designate key terms.

4. Literature Cited and in-text references

References in Literature Cited must be in Harvard style, organized alphabetically, then by year.

List all authors up to five, then "et al."

If no year is available (i.e., article/book has been approved for publication but is not yet in press), insert "Forthcoming" at the end of the reference.

In-text references should appear as follows:

		Multiple references for one	Reference with page
	references	author	number
Smith (2000)	Smith (2000) and Jones	as mentioned in two recent	Smith (2000, p. 72)
contends that	(2014) claim that	papers (Smith 2000, 2001).	claims
	as claimed by several authors (Smith 2000, Jones	as mentioned in several recent papers (Adams 1993; Smith 2000,	as claimed by several authors (Smith 2000, p. 72;
	2014).	2001; Jones 2014).	Jones 2014, p. 1).

Blog post

Template	Author A. Year. Title of blog post. Name of blog, Month date. URL
Example	Zimmer B. 2014. "Spastic" and a different kind of "word crime." <i>Language Log Blog</i> , July 20.
	http://languagelog.ldc.upenn.edu/nll/?p=13552

Book

Template	Author A, Writer BC. Year. Title of Book: Subtitle If Any. City: Publisher
Example	Baerman M, Brown D, Corbett GG. 2005. The Syntax–Morphology Interface: A Study of Syncretism.
	Cambridge, UK: Cambridge Univ. Press

Chapter in an edited book

Template	McAuthor XY, McWriter Z. Year. Name of chapter. In <i>Title of Book: Subtitle If Any</i> , ed. AN Editor,
	pp. xx–xx. City: Publisher
Example	Bonet E, Harbour D. 2012. Contextual allomorphy. In <i>The Morphology and Phonology of Exponence</i> ,
	ed. J Trommer, pp. 195–235. Oxford, UK: Oxford Univ. Press

Journal

Template	Linguist A. Year. Title of paper. <i>Journal Name</i> volume:xx–xx
Example	Hudson R. 1986. Systemic grammar. <i>Linguistics</i> 24:791–815

Proceedings from a conference*

Template	Linguist A. Year. Name of poster/presentation/article. In <i>Proceedings of the XXth Conference</i> , ed.
	AN Editor, pp. xx–xx. City: Publisher

Example	Andreevskaia A, Bergler S. 2008. When specialists and generalists work together: domain
	dependence in sentiment tagging. In Proceedings of the 46th Annual Meeting of the Association for
	Computational Linguistics, pp. 290–98. Stroudsburg, PA: Assoc. Comput. Linguist.

^{*}NB: The name of the conference alone (e.g., ACL46) is not sufficient.

Thesis/dissertation

Template	Author B. Year. <i>Title of thesis in sentence caps</i> . PhD thesis, name of university, city, state or country.
	Number of pages
Example	Katz J. 1998. Topics in Indo-European personal pronouns. PhD thesis, Harvard Univ., Cambridge,
	MA. 594 pp.