

# Neotropical Ichthyology

## INSTRUCTIONS TO AUTHORS

March 2015

### Scope and policy

**Neotropical Ichthyology** is the official journal of the Sociedade Brasileira de Ictiologia (SBI). It is a peer-reviewed periodical that publishes original articles on Neotropical freshwater and marine fish in the areas of Biochemistry, Biology, Ecology, Ethology, Genetics, Molecular Biology, Physiology and Systematics.

Submitted manuscripts must be relevant contributions within their specific research area and must provide clear theoretical foundations of the subject, description of the objectives and/or hypotheses under consideration, in addition to sampling and analytical designs consistent with the proposal. Descriptive original works of high quality and relevance will be considered for publication. Casual observations, scientific notes or studies merely descriptive not associated with relevant theoretical issues will not be considered.

Editor and Section Editor of the area will evaluate the submitted manuscript to determine if its content is suitable for publication in the journal *Neotropical Ichthyology*. The journal is open for submissions to all researchers on Neotropical ichthyofauna. Payment of publication costs may be required if none of the authors is a member of the SBI.

### Submission of manuscripts

Manuscripts must be submitted as digital files at <http://mc04.manuscriptcentral.com/ni-scielo>

With each new manuscript submission, authors must include a cover letter with a statement that it constitutes original research and is not being submitted to other journals.

In multi-authored papers, author responsible for submission must declare in the cover letter that all coauthors are aware and agree with the submission.

All coauthors and respective mailing addresses and e-mails must be registered in the appropriate forms along with manuscript submission.

During the submission, indicate the area of Ichthyology (Biochemistry and Physiology, Biology, Ecology, Ethology, Genetics and Molecular Biology or Systematics) to which the manuscript is referable.

During the submission, indicate three possible referees (name, institution, country, and e-mail).

Manuscripts that are not formatted according to instructions to authors will be returned to authors. Please, use the checklist bellow to review your manuscript before submission. Each item of the checklist must be filled and the file must be sent as supplemental file for review when submitting the manuscript. Only items not applicable for the article must be kept empty. Manuscripts submitted out of format, without some required file or in poor English will be returned without review.

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## Form and preparation of manuscripts

Text must be submitted in English.

Text must be in MS-Word or rtf file formats.

Figures and tables must be uploaded separately as individual files.

Do not duplicate information in the text, Figures and Tables. Submit only Figures and Tables that are strictly necessary. Supplementary files such as appendices, videos and others can be uploaded already formatted, as pdf or video files, and will be available only in the on line version.

In taxonomic papers check also: [Neotropical Ichthyology taxonomic contribution style sheet](#).

Manuscript must contain the following items, in bold, unnumbered, not using pages break, in the cited order: **Title, Abstract** (in English), **Resumo** or **Resumen** (in Portuguese or Spanish), **Keywords, Running Head, Introduction, Material and Methods, Results, Discussion, Acknowledgements** (optional), and **References**.

## Checklist for formatting rules

Please, be sure you have checked all the items carefully

### TITLE

Title is presented in bold and lower case.

In the title, subordinate taxa are separated by “:” as follows: “(Siluriformes: Loricariidae)”.

New taxa names are not given/listed in title or abstract.

Ex. “ A new species of loricariid catfish from the rio Ribeira de Iguape basin, Brazil (Ostariophysi: Siluriformes)”.

Title presents the scientific names (instead vernacular names) with authorship and year of description of the species, if applicable, and higher taxonomic categories in parentheses.

Title reflects the contents of the paper.

### AUTHORS

Only initial of authors names are in uppercase.

First name of authors is not abbreviated.

Superscript numerals are used to identify multiple addresses.

The names of the last two authors of the manuscript are separated by “and”.

Ex. George S. Myers<sup>1</sup>, Carl H. Eigenmann<sup>2</sup> and Rosa S. Eigenmann<sup>1,2</sup>

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## AUTHORS ADDRESSES

Footnotes are not used.

Full mailing addresses and e-mail of all authors are provided, including institution name, ZIP codes, cities, states and countries.

Corresponding author is informed by adding (corresponding author) after the email address.

Superscript numerals are used to identify multiple addresses.

Names of Institutions and Departments are in the original spelling and not translated to English.

## RUNNING HEAD

Provided suggestion for the running head up to 50 characters.

## ABSTRACT

It is concise, presented in English and do not contain new taxa names or authorship.

## RESUMO or RESUMEN

It is in Portuguese or Spanish.

It is an accurate translation of the Abstract in English.

## KEYWORDS

Five keywords are provided in English and in alphabetic order.

Keywords do not repeat title words or expressions, or include Neotropical, that is the name of the Journal.

Keywords mentions key of identification, if applicable.

## TEXT

Text pages do not include headers, footers, or footnotes (except page number).

Text is aligned to the left, not fully justified.

All text is in Times New Roman font size 12.

Text is not hyphenated.

Lines are not numbered.

The font "symbol" is used to represent the following characters:

χ μ θ ω ε ρ τ ψ υ ι ο π α σ δ φ γ η φ κ λ ε π β ν ≡ Θ Ω Σ Δ Φ

Species, genera, and Latin terms (*et al.*, *in vitro*, *in vivo*, *vs.*, *i.e.*, *e.g.*) are in italics.

Scientific names are cited according to the ICZN (<http://iczn.org/iczn/index.jsp>).

Authorship is given at the first reference of a species or genus.

Spelling, current valid names and authorship of species have been checked in the Catalog of Fishes at <http://research.calacademy.org/research/ichthyology/catalog/fishcatmain.asp>.

Latin terms presented between the generic and specific names (cf., aff., etc., *e.g. Hoplias cf. malabaricus*) are not in italics.

The genus name is always fully spelled in first appearance in the text, in the beginning of a sentence and at least once in the figure and table caption(s).

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There are no underlined words.

Abbreviations used in the text are listed under Material and Methods, except for those in common use (e.g., min, km, mm, kg, m, sec, h, ml, L, g).

Measurements use the metric system.

A list of institutional acronyms is given in Material and Methods section OR a reference to a published paper with a list of acronyms is given in Material and Methods section.

A list of catalog numbers of voucher specimens is furnished.

Reference(s) for species identification and classification used is(are) provided.

Geographic descriptors (rio, igarapé, arroio, córrego) are given in lower case, except when referring to a locality name (e.g., Municipality of Arroio dos Ratos, State of Rio Grande do Sul).

## ACKNOWLEDGMENTS

Acknowledgments are concise and include both first and last names of persons.

Names of Sponsor Institutions are listed in their original spelling and not translated to English.

## TABLES

Tables are numbered sequentially in Arabic numerals according to the order of citation in the text.

Tables are cited in the text using the following formats: Table 1, Tables 1-2, Tables 1, 4.

In Table caption, the word Table, its respective number and final dot after the number are in bold.

Ex. "**Table 1.**"....., and must end in period.

Tables are constructed in cells using lines and columns, and not "tab" or "space".

Table caption is self-explicative and presenting, if applicable, at least once the genus name spelled out.

Tables do not contain vertical lines or footnotes [content of footnotes must be included in the caption].

Captions are listed at the end of the manuscript, in the following format:

**Table 1.** Monthly variation of the gonadosomatic index in *Diapoma speculiferum*...

Approximate locations where tables should be inserted must be indicated along the right margin of the text.

## FIGURES

Figures are numbered sequentially in Arabic numerals according to their citation in the text.

Figures are cited in the text using the following formats: Fig. 1, Figs. 1-2, Fig. 1a, Figs. 1a-b, Figs. 1a, c.

Citations of subsections of the figures are indicated by not capital letters both in the figure and caption.

Citations of figures from cited articles are cited using the same formats as figures published in the present article, but not capitalized: e.g., ...according to the figs. 2b of Vari & Harold (2001).

In Figure caption, the word Fig., its respective number and final dot after the number are in bold. Ex. "**Fig. 1.**"..., and must end in period.

Figures are of high quality and definition.

Figures are submitted as Figure files.

Figures are not being submitted as images inserted in Word files.

Text included in graphs and pictures have a font size compatible with reductions to page width (175 mm) or column width (85 mm).

Composed figures are prepared to fit either the page (175 mm) or column width (85 mm).

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Illustrations include either a scale or reference to the size of the item in the figure caption.

Objects or illustrations are not included in the figure caption. Replace with text (e.g. "black triangle") or represent its meaning in the figure itself.

A list of figure captions is presented at the end of the manuscript file in the following format: **Fig. 1.** \_\_\_\_\_

Approximate locations where figures should be inserted are indicated along the left margin of the text.

## REFERENCES

References are cited in the following formats in the text: Eigenmann (1915, 1921) or (Eigenmann, 1915, 1921; Fowler, 1945, 1948) or Eigenmann & Norris (1918) or Eigenmann *et al.* (1910a, 1910b), always in chronological order after alphabetical order in case of more than one author cited.

References do not include abstracts, technical reports or undergraduate monographs.

Master Thesis or Ph.D. dissertations are listed only if necessary.

References are not formatted with "tab" or "space".

References are rigorously ordered alphabetically.

References published by two or more authors are listed in alphabetic order of the first author surname, then of second author surname, and successively.

Journal names are given in full, not abbreviated.

Italic or bold are not used for books titles and journals.

References rigorously match text citations.

**Books** are listed in the following formats:

Malabarba, L. R., R. E. Reis, R. P. Vari, Z. M. S. Lucena & C. A. S. Lucena (Eds.). 1998. Phylogeny and classification of Neotropical fishes. Porto Alegre, Edipucrs, 603p.

Graça, W. J. & C. S. Pavanelli. 2007. Peixes da planície de inundação do alto rio Paraná e áreas adjacentes. Maringá, Eduem, 241p.

**Chapters** are listed in the following format:

Campos-da-Paz, R. & J. S. Albert. 1998. The gymnotiform "eels" of Tropical America: a history of classification and phylogeny of the South American electric knifefishes (Teleostei: Ostariophysi: Siluriphysi). Pp. 401-417. In: Malabarba, L. R., R. E. Reis, R. P. Vari, Z. M. S. Lucena & C. A. S. Lucena (Eds.). Phylogeny and classification of Neotropical fishes. Porto Alegre, Edipucrs.

**Thesis/Dissertations** are listed in the following format:

Langeani Neto, F. 1996. Estudo filogenético e revisão taxonômica da família Hemiodontidae Boulenger, 1904 (*sensu* Roberts, 1974) (Ostariophysi, Characiformes). Unpublished Ph. D. Dissertation, Universidade de São Paulo, São Paulo, 171p.

**Articles** are listed in the following format:

Vari, R. P., C. J. Ferraris Jr. & M. C. C. de Pinna. 2005. The Neotropical whale catfishes (Siluriformes: Cetopsidae: Cetopsinae), a revisionary study. *Neotropical Ichthyology*, 3: 127-238.

**Internet sources** are listed in the following format:

Author(s). 2002. Title of website, database or other resources, Publisher name and location (if indicated), number of pages (if known). Available from: <http://xxx.xxx.xxx/> (Date of access – dd Month yyyy, e.g. 20 August 2013).

**Softwares available online** are listed in the following format:

Author(s). 2003. Title of the Software (Version ) [Software], Publisher name and location (if indicated). Available from <http://www.xxxx/> (Date of access – dd Month yyyy, e.g. 20 August 2013).

## Further information

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