

# ***The Canadian Entomologist***

## **Instructions to Authors**

Articles for publication in *The Canadian Entomologist* are accepted in English. A French abstract will be published upon acceptance of a manuscript if the authors provide the abstract. Manuscripts from all disciplines of entomology will be considered, unless they have been submitted simultaneously for peer review elsewhere or have been previously published in another venue. Theses, dissertations, and preprints are not considered to be previous publication.

Manuscripts must contain significant new findings of fundamental and (or) general entomological interest. Low priority is given to confirmatory studies, investigations of local interest, techniques (unless of broad application), range expansions, new records, and non-replicated experiments. Single species descriptions, without significant value-added components (*e.g.*, richly illustrated key, phylogenetic analyses), will not be considered.

Authors should deposit **voucher specimens**, documenting the identity of the organisms studied, in recognised institutions and note these repositories in the body of the paper. This should be described in the methods (or supplementary material if extensive), ideally with the name of the contact person and accession number(s) for each institution to facilitate rapid relocation of voucher specimens. Information on voucher specimens is available at: <http://biologicalsurvey.ca/assets/file/43>

### **Types of papers**

**Reviews** (10–15 printed pages) should deal with topics of general interest or current importance, and should be synthetic rather than comprehensive in emphasis. Reviews will be solicited by the Editor-in-Chief. Proposal for unsolicited reviews should be emailed to the Editor-in-Chief for consideration.

**Articles** should report the results of original observations or research in any aspect of entomology. The material should not have been previously published elsewhere, except in a preliminary form (*i.e.* theses). Non-analytical items such as lists of specimens or bibliographies will normally not be considered.

**Notes** (1–3 printed pages) are concise but complete descriptions of an investigation, limited in scope, that will not be included in a later paper; therefore, they may not be used for publishing preliminary data. They should be as completely documented as a standard paper, both by reference to the literature and by description of the experimental procedures employed. An abstract is required, but other usual subheadings, such as Introduction, Discussion, *etc.*, should not be included.

**Forum** (3–6 printed pages) articles should be short, providing a chance for suggesting hypotheses, challenging current thinking on issues, discussing new ideas or ways of interpreting existing information, or responding to forums previously published in *The Canadian Entomologist*.

### **Submission of manuscripts for review**

Manuscripts should be submitted using the ScholarOne Manuscripts system, found at the following web-site address: <http://mc.manuscriptcentral.com/tce>. Manuscripts should be prepared as a Microsoft Word document in advance of logging on and uploading to the ScholarOne Manuscripts system.

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All authors must include a competing interest declaration in their manuscript. This declaration will be subject to editorial review and may be published in the article. Competing interests are situations that could be perceived to exert an undue influence on the content or publication of an author’s work. They may include, but are not limited to, financial, professional, contractual or personal relationships or situations. If the manuscript has multiple authors, the author submitting must include competing interest declarations relevant to all contributing authors.

Example wording for a declaration is as follows: “Competing interests: Author A is employed at company B. Author C owns shares in company D, is on the Board of company E and is a member of organisation F. Author G has received grants from company H.” If no competing interests exist, the declaration should state “Competing interests: The author(s) declare none”.

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### **Manuscript format**

#### **General**

Manuscripts that do not conform to the requirements outlined below will be returned to the author(s) for modification. The Editor-in-Chief will assess the English/French language quality and substandard papers will be returned to authors. Manuscripts should be **double-spaced throughout** (including footnotes, captions, synonymies, and reference lists), should contain only 12-point font, and all margins should be at least 35 mm. The first page of the manuscript should have only the title and the names of the authors, affiliations (with complete mailing addresses), and email addresses. Pages should be numbered sequentially to the very last page, including pages with tables, figures, and appendices. Line numbers are requested, and should be numbered sequentially from page 2 (Abstract). Spelling of English words should conform to the usage recommended in the *Oxford English Dictionary*. Canadian/British spellings should be used (*e.g.*, labelled not labeled, acknowledgements not acknowledgments, colour not color, minimised not minimized). Use *The Torre-Bueno Glossary of Entomology* (1989 or later) as a reference for definitions of entomological terms. Dates in the text or figures and tables should be written as 1 April 1991, 28 June 2003, *etc.* unless they related to Type material or Material examined. Dates in Type material or Material examined sections of taxonomic papers should be written 1.iv.1991, 28.vi.2003, *etc.*, except when in quotes. In the text, figures are cited as “(Fig. 1)”, “(Figs. 1–5)”, *etc.* Footnotes should be kept to an absolute minimum. Where essential, they should be typed at the bottom of the page to which they refer and separated from the text by a line.

**All genus-level and species-level taxa** should include scientific authorities when mentioned first in the abstract and in the body of the text (but not in the title). For arthropods and other Animalia they should be followed by the order and family placement (*e.g.*, “the genus *Strobilomyia* Michelsen (Diptera: Anthomyiidae), including *Strobilomyia varia* (Huckett)”), whereas for plants they should be followed only by family placement (*e.g.*, “*Quercus velutina* Lamarck (Fagaceae)”). The Missouri Botanical Garden Tropicos website should be used as an authority file for plant names: [www.tropicos.org](http://www.tropicos.org). When using common names for insects, the official Entomological Society of Canada list (*Common Names of Insects in Canada*, available from <http://esc-sec.ca/entomology-resources/common-names>) should be followed.

**Identification methods** - The methods section should cite reference to original species description(s), if more recent than the latest taxonomic revision of the group, and/or to keys, field guides, or other methodology (*e.g.*, DNA barcoding, common and well-known pest of a crop, *etc.*) that were used to identify taxa. The methods section should also describe any assistance provided by taxonomic experts, including their name(s) and address(es) or affiliation(s), and ideally, any published resources that the experts used for taxonomic determinations. DNA sequences derived from the study organisms should be deposited in recognised, DOI-based repositories (*e.g.*, GenBank, BOLD) and accession numbers, DOI numbers, or other identifying codes should be listed in the manuscript.

**Taxon concepts and higher taxonomic classifications** differ over time and even among contemporary authors. It is therefore important to cite the source or sources on which these were based. Often these are the same works used for identification (see previous paragraph). A statement in the methods such as “We identified specimens using the key in Smith *et al.* (2010), from which we also derived our taxon concepts

and taxonomic classification.” would suffice for a simple scenario. In general, authors should strive to follow best taxonomic practices for accurate scientific reporting. See:

Packer, L., Monckton, S.K., Onuferko, T.M., and Ferrari, R.R. 2018. Validating taxonomic identifications in entomological research. *Insect Conservation and Diversity*, **11**: 1–12.  
<http://dx.doi.org/10.1111/icad.12284>.

**Identification keys** should be left justified with minimal formatting and hard returns between each couplet and each half of individual couplets. Here is an example:

#### **Identification key to adult *Xus* species from Canada**

1. Protibial spur with large punctures (Figs. 17–18); dorsal surface of pronotum yellow with black maculae, densely setose, and with one medial tubercle adjacent to apical margin (Fig. 24); British Columbia to Saskatchewan... *Xus maculatus* Jones, 2012
- . Protibial spur impunctate (Figs. 19, 21); dorsal surface of pronotum red, sparsely setose, and evenly convex without tubercles (Fig. 25)... 2
2. Antenna with 10 antennomeres, metafemur black, southern Québec... *Xus quebecensis* Martin, 2009
- . Antenna with nine antennomeres, metafemur orange or red... 3

The following references are helpful in constructing effective identification keys:

Blackwelder, R.E. 1967. *Taxonomy*. Wiley and Sons, New York, New York, United States of America.

Metcalf, Z.P. 1954. The construction of keys. *Systematic Zoology*, **3**: 38–45.

**Acronyms and abbreviations** should be avoided, especially for place names, author names, and institutions (*e.g.*, United States of America not U.S.A., United Kingdom not U.K., Ontario not ON, New York not NY, Linnaeus not L., United States Department of Agriculture not USDA). **Abbreviations and symbols** for words, phrases, and terms are in general those recommended in *Scientific Style and Format: The CBE Style Manual for Authors, Editors, and Publishers*, Sixth Edition (1994) (Council of Biology Editors, Inc., Chicago, Illinois, 60603, United States of America). The Système international d’unités (SI) for measurements and weights should be used. This system is explained and other useful information is given in the *Metric Practice Guide* (2000), published by the Canadian Standards Association (178 Rexdale Boulevard, Toronto, Ontario, M9W 1R3, Canada).

**Taxonomic papers** must conform to requirements of the *International Code of Zoological Nomenclature*: [www.nhm.ac.uk/hosted-sites/iczn/code](http://www.nhm.ac.uk/hosted-sites/iczn/code). Authors are urged to regroup pertinent information on newly described or revised taxa under the following main sections (if applicable), which preferably should be introduced in the order given here: Synonyms, Type material or Material examined, Diagnosis, Description, Variation, Etymology, Natural history, Hosts and distribution, and Discussion (Comments or Remarks).

When describing a new taxon (species or genus), authors are to place the taxon in proper context by providing a key or a modified couplet of an existing key, where possible. Both the author and the date are often used for scientific names in taxonomic papers. These should be separated by a comma to indicate that they are part of a scientific name and not a bibliographic reference to be cited in the References section (*e.g.*, *Pelidnota punctata* (Linnaeus, 1758)).

When proposing formal supraspecific taxa, authors must justify these using phylogenetic methods. Ideally a formal phylogenetic analysis will be conducted, but in exceptional cases a list of synapomorphic character states with documentation of plesiomorphic character states in the outgroup(s) will be acceptable. Authors are encouraged to provide information on primary types as it appears on labels. Primary types must be deposited in prominent institutional collections. It is strongly recommended that authors deposit secondary types among different institutional collections (especially in the country of origin) so they are easily accessible by the scientific community.

All taxonomic papers will be registered with [zoobank.org](http://zoobank.org) by the journal editorial staff to ensure that online taxonomic papers are International Commission on Zoological Nomenclature code compliant.

### ***Title and abstract***

When the name of an organism is given in the title, use either its common name or its scientific name (without scientific authority), not both. All organism names should be followed by (order: family) for animals and (family) for plants. All types of papers must be preceded by an abstract no longer than 200 words. Abstracts are only required in the language in which a paper has been submitted; *i.e.*, either English or French. Should authors wish to submit a French or English translation of their abstract they are welcome to do so.

### ***Acknowledgements***

These should be restrained and grouped in a separate paragraph at the end of the text.

### ***References***

Citation of references in the text should be in the form “Klimaszewski (2003) showed”, “(Klimaszewski 2003)”, “(Walker 1976, 1978)”, “(Walker 1976; Allen 1977)”, or “(Walker 1976; Allen 1977a, 1977b)”. The reference list should be in alphabetical order of authors at the end of the manuscript. The names of serials and periodicals cited should be **written out in full**. The full title for each reference and the complete pagination for all items except books must be given. Pages or figures should not be cited in the Reference list but, if necessary, in the text as “(Nealis and Turnquist 2003, p. 906, Fig. 1)”. Use the following formats for listing references.

#### **Article:**

Truman, J.W. and Riddiford, L.M. 2002. Endocrine insights into the evolution of metamorphosis in insects. *Annual Review of Entomology*, **47**: 467–500.

#### **Book:**

Layberry, R.A., Hall, P.W., and Lafontaine, J.D. 1998. *The butterflies of Canada*. University of Toronto Press, Toronto, Ontario, Canada.

#### **Conference:**

Knudson, A. 1996. Evaluation of the biosprayer for the application of *Trichogramma* to cotton. *In* Proceedings of the Beltwide Cotton Conference, Nashville, Tennessee, 9–12 January 1996. *Edited by* P. Dugger and D. Richter. National Cotton Council, Memphis, Tennessee, United States of America. Pp. 788–791.

#### **Chapter in a book:**

Marshall, S.A., Buddle, C.M., Sinclair, B.J., and Buckle, D.J. 2001. Spiders, flies and some other arthropods of the Fathom Five National Marine Park islands and the upper Bruce Peninsula. *In* Ecology, culture and conservation of a protected area: Fathom Five National Marine Park, Canada. *Edited by* S. Parker and M. Munawar. Backhuys Publishers, Leiden, The Netherlands. Pp. 191–229.

#### **Journal article with DOI:**

Wahlberg, N., Oliveira, R., and Scott, J.A. 2003. Phylogenetic relationships of *Phyciodes* butterfly species (Lepidoptera: Nymphalidae): complex mtDNA variation and species delimitations. *Systematic Entomology*, **28**: 257–273. <http://doi.org/10.1046/j.1365-3113.2003.00212.x>.

#### **Journal article with URL:**

Wahlberg, N., Oliveira, R., and Scott, J.A. 2003. Phylogenetic relationships of *Phyciodes* butterfly species (Lepidoptera: Nymphalidae): complex mtDNA variation and species delimitations. *Systematic Entomology*, **28**: 257–273. Available from <http://onlinelibrary.wiley.com/doi/10.1046/j.1365-3113.2003.00212.x/full> [accessed 7 January 2016].

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### **Web site citation:**

Peck, S.B. and Newton, A.F. 2001. The leiodid beetles of Costa Rica [online]. Available from [www.inbio.ac.cr/papers/leiodidae/index.html](http://www.inbio.ac.cr/papers/leiodidae/index.html) [accessed 29 October 2012].

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The title of each table should follow the conventions of the journal for capitalisation and punctuation, and should adequately explain the contents of the table. Tables should be numbered in Arabic numerals and grouped at the end of the text (*i.e.*, after the list of references), **each on a separate page**. Each table footnote should be labelled with a typographic symbol keyed to the title, boxhead, or entry of the table. Descriptive material not requiring a specific footnote should be placed under the table as a general note rather than in the title of the table.

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Revised April 2019