



Instructions for authors

Editor-in-Chief

Robert W. Howarth, Section of Ecology and Systematics, Corson Hall, Cornell University, Ithaca, NY, U.S.A.

Aims and scope

Biogeochemistry will publish original papers dealing with biotic controls on the chemistry of the environment, or with the geochemical control of the structure and function of ecosystems. Papers may consider the cycles either of individual elements or of specific classes of natural or anthropogenic compounds in ecosystems. Papers which address the interactions of element cycles are particularly encouraged. Studies concerning global aspects of biogeochemistry, such as the global carbon or sulfur cycles, are also welcome. Studies on both artificial and natural ecosystems are appropriate, providing they contribute to a general understanding of biogeochemistry. Papers reviewing important topics within the field of biogeochemistry will be considered.

Manuscript Submission

Kluwer Academic Publishers prefer the submission of manuscripts and figures in electronic form in addition to a hard-copy printout. The preferred storage medium for your electronic manuscript is a 3 1/2 inch diskette. Please label your diskette properly, giving exact details on the name(s) of the file(s), the operating system and software used. Always save your electronic manuscript in the word processor format that you use; conversions to other formats and versions tend to be imperfect. In general, use as few formatting codes as

possible. For safety's sake, you should always retain a backup copy of your file(s). **After acceptance**, please make absolutely sure that you send the latest (i.e., revised) version of your manuscript, both as hard-copy printout and on diskette.

Kluwer Academic Publishers prefer articles submitted in word processing packages such as MS Word, WordPerfect, etc. running under operating systems MS DOS, Windows and Apple Macintosh, or in the file format LaTeX. Articles submitted in other software programs, as well as articles for conventional typesetting, can also be accepted.

For submission in LaTeX, Kluwer Academic Publishers have developed a Kluwer LaTeX class file, which can be downloaded from: www.wkap.nl/kaphtml.htm/IFAHOME. Use of this class file is highly recommended. Do not use versions downloaded from other sites. Technical support is available at: texhelp@wkap.nl. If you are not familiar with TeX/LaTeX, the class file will be of no use to you. In that case, submit your article in a common word processor format.

For the purpose of reviewing, articles for publication should be submitted as hard-copy printout (4-fold) and on diskette to:

Kluwer Academic Publishers
Journals Editorial Office
Biogeochemistry
PO Box 990
3300 AZ Dordrecht
The Netherlands

Manuscript presentation

The journal's language is English. British English or American English spelling and terminology may be used, but either one should be followed consistently throughout the article. Manuscripts should not exceed 10–15 pages of printed text, including references, tables and figures (one page of printed text equals about 400 words). Manuscripts should be printed or typewritten on A4 or US Letter bond paper, one side only, leaving adequate margins on all sides to allow reviewers' remarks. Please double-space all material, including notes and references. Quotations of more than 40 words should be set off clearly, either by indenting the left-hand margin or by using a smaller

typeface. Use double quotation marks for direct quotations and single quotation marks for quotations within quotations and for words or phrases used in a special sense.

Number the pages consecutively with the first page containing:

- running head (shortened title)
- article type
- title
- author(s)
- affiliation(s)
- full address for correspondence, including telephone and fax number and e-mail address

Key words

Please provide key words or short phrases (maximum of 6), in alphabetical order, suitable for indexing.

Abstract

Please provide a short abstract of 100 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references.

Abbreviations

Abbreviations should be arranged alphabetically. Only SI units and abbreviations should be used. Abbreviations should be explained when they first appear in the text. Whenever in doubt use SI (Système International d'Unités).

Article types

Biogeochemistry welcomes general research and review articles and short communications. A book review section has also been established and publishers are requested to submit review copies to the Editor-in-Chief. A brief section on news and notes in biogeochemistry may be included in selected issues.

General papers describing original research generally should not exceed 10 to 15 pages of printed text, including tables, figures, and references (one page of printed text equals about 400 words).

Review papers should not exceed 25 pages of printed text, including tables, figures, and references. In scheduling manuscripts for publication, preference may be given to original research reports.

Short communications should not exceed 2–5 pages. They should be short reports in which a limited amount of new information is presented.

News and notes will be printed when appropriate. The Editor-in-Chief reserves the right to edit these. Letters to the Editor may also be printed in this section when appropriate.

Nomenclature

Chemical and biochemical

- Names of chemical compounds follow the *Chemical Abstracts* (Chemical Abstract Service, Ohio State University, Columbus) and its indexes.
- Biochemical terminology, including abbreviations and symbols, follows the recommendations of the SUPAC-IUB *Commission of Biochemical Nomenclature*.
- Enzyme activity in units following the *Enzyme Nomenclature* (Academic Press, 1979).
- For summaries of the abbreviations consult *Journal of Biological Chemistry*, *Archives of Biochemistry and Biophysics* and the *Handbook of Biochemistry* (H. A. Sober, Chemical Rubber Company, Cleveland, latest edition).

Taxonomical

- Binary nomenclature; names and genera and higher categories may be used alone.

Genetic

- Applications of the terms phenotype and genotype should be in accordance with Demerec et al. (*Genetic* 54: 61–74, 1966).

- For summaries of the abbreviations, consult *Journal of Bacteriology*, Instructions to Authors.

Figures and tables

Submission of electronic figures

In addition to hard-copy printouts of figures, authors are encouraged to supply the electronic versions of figures in either Encapsulated PostScript (EPS) or TIFF format. Many other formats, e.g., Microsoft Postscript, PiCT (Macintosh) and WMF (Windows), cannot be used and the hard copy will be scanned instead.

Figures should be saved in separate files *without* their captions, which should be included with the text of the article. Files should be named according to DOS conventions, e.g., 'figure1.eps'. For vector graphics, EPS is the preferred format. Lines should not be thinner than 0.25pts and in-fill patterns and screens should have a density of at least 10%. Font-related problems can be avoided by using standard fonts such as Times Roman and Helvetica. For bitmapped graphics, TIFF is the preferred format but EPS is also acceptable. The following resolutions are optimal: black-and-white line figures – 600–1200 dpi; line figures with some grey or coloured lines – 600 dpi; photographs – 300 dpi; screen dumps – leave as is. Higher resolutions will not improve output quality but will only increase file size, which may cause problems with printing; lower resolutions may compromise output quality. Please try to provide artwork that approximately fits within the typeset area of the journal. Especially screened originals, i.e. originals with grey areas, may suffer badly from reduction by more than 10–15%.

AVOIDING PROBLEMS WITH EPS GRAPHICS

Please always check whether the figures print correctly to a PostScript printer in a reasonable amount of time. If they do not, simplify your figures or use a different graphics program.

If EPS export does not produce acceptable output, try to create an EPS file with the printer driver (see below). This option is unavailable with the Microsoft driver for Windows NT, so if you run Windows NT, get the Adobe driver from the Adobe site (www.adobe.com).

If EPS export is not an option, e.g., because you rely on OLE and cannot create separate files for your graphics, it may help us if you simply provide a PostScript dump of the entire document.

HOW TO SET UP FOR EPS AND POSTSCRIPT DUMPS UNDER WINDOWS

Create a printer entry specifically for this purpose: install the printer 'Apple Laserwriter Plus' and specify 'FILE': as printer port. Each time you send something to the 'printer' you will be asked for a filename. This file will be the EPS file or PostScript dump that we can use.

The EPS export option can be found under the PostScript tab. EPS export should be used only for single-page documents. For printing a document of several pages, select 'Optimise for portability' instead. The option 'Download header with each job' should be checked.

Submission of hard-copy figures

If no electronic versions of figures are available, submit only high-quality artwork that can be reproduced as is, i.e., without any part having to be redrawn or re-typeset. The letter size of any text in the figures must be large enough to allow for reduction. Photographs should be in black-and-white on glossy paper. If a figure contains colour, make absolutely clear whether it should be printed in black-and-white or in colour. Figures that are to be printed in black-and-white should not be submitted in colour. Authors will be charged for reproducing figures in colour.

Each figure and table should be numbered and mentioned in the text. The approximate position of figures and tables should be indicated in the margin of the manuscript. On the reverse side of each figure, the name of the (first) author and the figure number should be written in pencil; the top of the figure should be clearly indicated. Figures and tables should be placed at the end of the manuscript following the Reference section. Each figure and table should be accompanied by an explanatory legend. The figure legends should be grouped and placed on a separate page. Figures are not returned to the author unless specifically requested.

In tables, footnotes are preferable to long explanatory material in either the heading or body of the table. Such explanatory footnotes, identified by superscript letters, should be placed immediately below the table.

Section Headings

First-, second-, third-, and fourth-order headings should be clearly distinguishable but not numbered.

Appendices

Supplementary material should be collected in an Appendix and placed before the Notes and Reference sections.

Notes

The use of footnotes should be avoided. However, if essential, they should be typed on the appropriate page, but clearly separated from the text with a line above them. Notes should be indicated by consecutive superscript numbers in the text. A source reference note should be indicated by means of an asterisk after the title. This note should be placed at the bottom of the first page.

Cross-Referencing

In the text, a reference identified by means of an author's name should be followed by the date of the reference in parentheses and page number(s) where appropriate. When there are more than two authors, only the first author's name should be mentioned, followed by 'et al.'. In the event that an author cited has had two or more works published during the same year, the reference, both in the text and in the reference list, should be identified by a lower case letter like 'a' and 'b' after the date to distinguish the works.

Examples:

Winograd (1986, p. 204)

(Winograd 1986a, b)

(Winograd 1986; Flores et al. 1988)

(Bullen & Bennett 1990)

Acknowledgements

Acknowledgements of people, grants, funds, etc. should be placed in a separate section before the References.

References

References to books, journal articles, articles in collections and conference or workshop proceedings, and technical reports should be listed at the end of the article in alphabetical order (see examples below). Articles in preparation or articles submitted for publication, unpublished observations, personal communications, etc. should not be included in the reference list but should only be mentioned in the article text (e.g., T. Moore, personal communication).

References to books should include the author's name; year of publication; title; page numbers where appropriate; publisher; place of publication, in the order given in the example below.

Bonga JM & Duran D (1987) *Cell and Tissue Culture in Forestry*. Martinus Nijhoff Publishers, Dordrecht

References to articles in an edited collection should include the author's name; year of publication; article title; editor's name; title of collection; first and last page numbers; publisher; place of publication, in the order given in the example below.

Lefebvre D & Laliberte J (1987) Mammalian metallothionein functions in plants. In: Verma DPS (Ed) *Molecular Genetics of Plant-Microbe Interactions* (pp 32–40). Martinus Nijhoff Publishers, Dordrecht

References to articles in conference proceedings should include the author's name; year of publication; article title; editor's name (if any); title of proceedings; first and last page numbers; place and date of conference; publisher and/or organization from which the proceedings can be obtained; place of publication, in the order given in the example below.

Box EO & Meentemeyer V (1993) Soil carbon dioxide evolution: environmental controls, world patterns and amounts. In: Breymeyer A (Ed) *Conference Papers 18: Geography of Organic Matter Production and Decay*, SCOPE Seminar Szymbark Sept. 11–18 1991 (pp 21–49). Institute of Geography and Spatial Organization, Polish Academy of Sciences, Warsaw

References to articles in periodicals should include the author's name; year of publication; article title; full abbreviated title of periodical; volume number (issue number where appropriate); first and last page numbers, in the order given in the example below.

Dawson W & Boyd C (1987) TMV protein synthesis is not translationally regulated by heat shock. *Plant Molec. Biol.* 8: 145–149

References to technical reports or doctoral dissertations should include the author's name; year of publication; title of report or dissertation; institution; location of institution, in the order given in the example below.

Sisterson DL, Bowersox VC, Myers TP, Olsen A, Vong R, Simpson JC & Mohen V (1990)
Deposition Monitoring: Methods and Results. NAPAP Report 6. Government Printing
Office, Washington, DC

Proofs

Proofs will be sent to the corresponding author. One corrected proof, together with the original, edited manuscript, should be returned to the Publisher within three days of receipt by mail (airmail overseas).

Offprints

50 offprints of each article will be provided free of charge. Additional offprints can be ordered by means of an offprint order form supplied with the proofs.

Page Charges and Colour Figures

No page charges are levied on authors or their institutions. Colour figures are published at the author's expense only.

Copyright

Authors will be asked, upon acceptance of an article, to transfer copyright of the article to the Publisher. This will ensure the widest possible dissemination of information under copyright laws.

Permissions

It is the responsibility of the author to obtain written permission for a quotation from unpublished material, or for all quotations in excess of 250 words in one extract or 500 words in total from any work still in copyright, and for the reprinting of figures, tables or poems from unpublished or copyrighted material.

Additional Information

Additional information concerning *Biogeochemistry* can be obtained from:

Kluwer Academic Publishers
PO Box 17
3300 AA Dordrecht
The Netherlands

Or visit our website at <http://www.wkap.nl>