INSTRUCTIONS FOR CONTRIBUTORS
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Waterbirds is an international scientific journal of the Waterbird Society. The journal is published four times a year (March, June, September, and December) and specializes in the biology, abundance, ecology, management, and conservation of all waterbird species living in marine, estuarine and freshwater habitats. Waterbirds welcomes submission of scientific articles and notes containing the results of original studies worldwide, unsolicited critical commentary, and reviews of appropriate topics. With the modifications noted below, Waterbirds follows the conventions set out in Scientific Style and Format: The CSE Manual for Authors, Editors and Publishers ISBN 0-9779665-0-X.

MANUSCRIPT SUBMISSION
Research articles for consideration should be submitted to our ScholarOne submission platform (https://mc04.manuscriptcentral.com/waterbirdsjournal). You will first need to make an account on the site. Papers submitted to Waterbirds should not currently be submitted to, or be under consideration by, any other journal. Papers submitted should have already obtained any agency permissions needed to publish the work. They should present new and unpublished information. The Editor reserves the right to reject papers not presented in the style used by the journal or not considered suitable for the journal. The Editor’s decision on submitted papers is final. Papers submitted with more than one author should have been read and approved by all of the authors before submission. Submissions should closely follow these Instructions for Contributors.

Research articles are usually longer papers, while Notes are short communications containing fewer than 3,000 words in the text and references. The Editor will make the final decision between the two categories. Contact the EIC before submitting Reviews, Commentaries, Opinion Pieces, and Book Reviews. The journal cannot publish monograph-length submissions. From time to time, the Waterbird Society publishes scientific papers from a special meeting or symposium. In this case, it will be necessary for the group organizing the special meeting or conference to provide a Subject Editor and funds to cover the cost of the special publication.

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A complete submission should include the below separate documents. DO NOT include author names or other identifying information in file names. Refer to document headings below for details.

1. **Title Page**: Word (.doc or .docx) or Rich Text Format (.rtf) document (designation: title page)
2. **Manuscript Body**: Word (.doc or .docx) or Rich Text Format (.rtf) document with abstract, keywords, running heading, Literature Cited section, Table Captions and tables, and Figure Captions (designation: main document)
3. **Figures**: Each figure submitted as an individual TIF, JPEG, EPS, PNG, or PDF file. File name should refer to figure number (designation: figure)
4. **Appendix/Supplement**: Word (.doc or .docx) or Rich Text Format (.rtf) document with tables and figures embedded in document (designation: Supplemental files for review)

Except where noted below, text and headings shall be in 12-point standard font (Times New Roman preferred), double-spaced, and non-justified. Provide at least 2.5-cm (1-inch) margins on all sides (without printed borders). Number the lines continuously throughout all sections, including Figure Captions and Tables. Number all pages continuously. A single space should be used after the concluding punctuation of a sentence. All major headings (e.g., METHODS, RESULTS, DISCUSSION, and LITERATURE CITED) should be in upper case, centered and not in bold type. First order subheadings are in lower case, left justified, and with the first letter of major words capitalized. Second order subheadings should be in italics and entered on the first line of text, indented, and followed by a period. Do not use an “Introduction” heading. Articles should be partitioned into headings and sections arranged in the following order: Abstract, Introduction, Methods, Results, Discussion, Literature Cited, Tables, Figure Captions, Figures, and Appendices (if necessary). Add a space after each major heading, but not after first or second order subheadings. Use only informative and standard subheadings. A Study Area subheading should be used, and it should be under Methods.

**TITLE PAGE**
The title page should be submitted as a separate.doc, .docx, or .rtf document. This page should carry the title of the paper (capitalize first letter of each major word, include scientific names of any species mentioned, center, put in 14-point bold font), followed by the names of all the authors (center, format in small caps, put in 12-point font) and their affiliations and email addresses (center, put in 12-point font) on separate lines. The email address of the corresponding author should be included below the address as “Corresponding author; E-mail: xxxx@xxx.” Acknowledgements should follow author affiliation with the heading “Acknowledgements” centered in capital letters.

**ACKNOWLEDGMENTS**
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The manuscript should be submitted as a separate .doc, .docx, or .rtf document. The first page should contain the Abstract, a list of up to 10 keywords (in alphabetical order), and a suggested running head in all capital letters of fewer than 30 characters. The Abstract should be 250 words or fewer and focus on the main results of the study and their broader implications. Do not use abbreviations or acronyms in the Abstract, and write in the passive voice. The Abstract and Keywords headings should be in bold type and appear on the first line of the text, indented, and followed by a period and em-dash.

The second page should start with the Introduction (without the heading) and then continue with each section in turn. Indent the first line of all paragraphs.

Write in the active voice and use U.S. English spelling throughout the manuscript, except for foreign literature citations. Use real italics, not underlines, and real superscripts and subscripts, not raised or lowered characters. Do not use four-letter “bender codes.” Minimize use of nonstandard abbreviations or acronyms that must be memorized by the reader to follow your paper. No URLs should be given in the body of the text. The Discussion should be brief. Do not present results in the Discussion.

Each Table should be on a separate page and headed with a full caption in bold type that allows the Table to stand alone from the main body of the paper. Tables should be numbered sequentially starting with Table 1, 2, 3, etc. and should be in Word format (do not use tabs to create columns). Cite tables in text in numerical order. Do not include solid vertical lines in tables.

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Captions to all Figures should be in bold type and included together on a single page, with each caption giving a comprehensive explanation of the figure and including the name of the species if the data relate to one or only a few species. Figures should be numbered sequentially starting with Figure 1, 2, 3, etc. Cite Figures as Fig. # in the text.

Figures should be submitted as individual TIF, JPEG, EPS, PNG, or PDF files not embedded in Microsoft Word, Excel, or Powerpoint. Figures should be high resolution at 300 dpi for halftones and 600 dpi for line art. Figures should be prepared at about twice the linear dimensions at which they will be published; hence, thin lines should be avoided. Figure size and shape should be suitable for fitting in the column or page format of the journal. Lettering should be a uniform size and Times New Roman, Calibri, or other standardized font throughout and large enough to allow an appreciable reduction. Do not use more than one font in a single Figure, and use the same font in all Figures if the paper has more than one Figure. Review recent Waterbirds issues for examples of publishable figures.

Figures should be produced using high quality artwork and in electronic form. Avoid background coloration, and use highly contrasting fills in histograms and pie charts like black, white and gray avoiding complex fill patterns. The axes captions on graphs should be in lower case except for the first letter of the first word or in the case of proper names. Both axes labels and scale numbers should be large enough to be clear when reduced to one column width. Figures with multiple subfigures should have a label for each subfigure and should be described in the legend.

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Use an en-dash (–) instead of a hyphen (-) to separate ranges of values, including dates, confidence intervals, etc. Do not add a space between dashes and text (examples: 1999–2001; 23–33%; August–September; CI: 22–38). Add spaces between <, >, = and text (examples: $P < 0.001$; $n = 200$) and distances and other measurements (5 km, 3 cm, 100 g). Do not add spaces between numerals and % symbols (5%, 10%). Be consistent in terminology (e.g., use either meters or m throughout the manuscript, not both). Units of measurement, derived units, and related symbols should conform to the International System of Units (SI) (e.g., meter m, kilogram kg, kelvin K), except as noted below.

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Use a 24-hour time system (assumed to be local time unless otherwise stated) and a continental date system. Times should retain the colon (e.g., 16:20 hr or 08:00 hr). Give dates as day month year in continental date system (e.g., 20 September 1968), year ranges as 1989–1991, not 1989–91, and broad time periods as 1990s and not 90s. Abbreviate seconds (sec), minutes (min), and hours (hr), but not day, week, month, or year. Names of months may be abbreviated in figures or long tables.

CoORDINATES (LocATIoN)
Degrees Minutes Seconds: 48° 31’ 40.59” N, 70° 14’ 16.28” W.

NuMERAls
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QuANtITATIVE ANd STATISTICAL ANALYSeS
We recognize the increasing scope of statistical treatments of data that range among frequentist, information theoretic, and Bayesian approaches. Authors are encouraged to use methods best suited to address study objectives; studies that are largely descriptive in nature need not include analytical methodology. Quantitative results should be accompanied by descriptions of appropriate statistical methods. When examining relationships between two variables, the slope of the regression and its standard error are often biologically important and may be more meaningful than a correlation coefficient alone; consideration should be given to presenting the slope, $P$-value, SE and $r$. The limitations of parametric, non-parametric and information-theoretic based statistical tests should be considered in selecting and reporting on the respective tests.

For descriptive statistics: Include a measure of central tendency (mean, median, mode), sample size ($n$), a relevant measure of variation (SD, SE, CI), and the corresponding units.

For statistical tests: In the Methods, include the statistical test, indicate whether the test was one- or two-tailed (where appropriate), and report the $\alpha$ at which significance was assessed; in the Results, include the test statistic value, degrees of freedom (typically as a subscript), and corresponding $P$-value. Authors may choose to forgo the use of frequentist tests in favor of reporting effect sizes.

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When reporting Methods and Results, use the following symbol and abbreviation conventions:

- \( n \) Sample size of the data
- \( P \) Predicted probability or proportion; rounded to no more than three decimal places; report \( P < 0.001 \) when the \( P \)-value \( \leq 0.001 \)
- \( \bar{x} \) Sample arithmetic mean
- SD Sample standard deviation
- SE Sample standard error of the mean
- \( x^2_a \) Chi-square test statistic, where subscript \( a \) = degrees of freedom
- CV Coefficient of variation
- df Degrees of freedom
- \( t_a \) t statistic; with subscript \( a \) = degrees of freedom; specify independent or paired t-test and two-tailed or one-tailed test
- \( F_{a,b} \) \( F \) test statistic; with subscripts \( a, b \) = appropriate degrees of freedom
- F Frequency
- \( U, U' \) Mann-Whitney test statistics
- \( r \) Sample correlation coefficient
- \( r^2 \) Coefficient of determination
- \( R \) Multiple correlation coefficient
- \( R^2 \) Coefficient of multiple determination
- \( H_0 \) Null hypothesis
- \( H_A \) Alternative hypothesis
- \( \text{AIC} \) Akaike’s Information Criterion
- \( \text{AIC}_c \) Second order AIC, corrected for small sample size
- \( K \) Number of parameters (Akaike)
\( \omega_i \): Akaike weight for model \( i \)

\( \beta_i \): Parameter estimates

**ANIMAL AND PLANT NAMES**

Common (vernacular) names of animals and plants should be used whenever possible (capitalizing the first letter of each name or non-hyphenated part of a name only for birds, e.g., Gull-billed Tern) and the scientific name should be given in italics (e.g., \( \textit{Coturnicops noveboracensis} \)) in the title, in the Abstract, and after the first mention of each species in the main text. Lower case should be used for group names (e.g., grebes, eiders, gulls). A capital should be used for the first letter of all proper taxa above the species level, but not for Anglicized names (e.g., Mollusca, molluscs). Scientific and English names of birds should follow the latest AOU Checklist of North American Birds and supplements or an authoritative source for other regions. This includes all references, tables, and figures.

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In the text, literature with one or two authors should be cited by surname and year (e.g., Blake 1977; Jones and Blake 1982). Literature with three or more authors should be cited by the surname of the first author followed by \textit{et al.} and the year (e.g., Parnell \textit{et al.} 2001). Multiple citations should be separated by a semicolon and listed in chronological order (Gochfeld and Burger 1996; Bridge \textit{et al.} 2005). Cite references in the Literature Cited section in alphabetical order according to the authors’ surnames. List citations by number of authors, with single authorship first. Next, list citations by date after grouping alphabetically by first author and number of authors. For example, in the Literature Cited the order would be: Sargeant 2003; Sargeant and Raveling 1992; Sargeant and Raveling 2007; Sargeant and Jones 2011a, 2011b; Sargeant \textit{et al.} 2004; Sargeant \textit{et al.} 2007. Do not abbreviate names of publications. Spell out all State and Province names except D.C.

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**Statistical software programs.**

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