

Instructions to authors (revised in January 2020)

General

Read this page before submitting your manuscript. Use the papers published in this issue as a template when preparing the final draft of your manuscript. The manuscript should be written in Swedish, Danish and Norwegian may also be accepted. Papers of international interest should, however, be in English as well as papers written by non-Scandinavian authors. The use of illustrations and photos are encouraged. The manuscripts are accepted (often after changes) or rejected after review by the editor and two appointed peer reviewers. The editor can assist in translating some parts of the manuscripts when necessary.

The manuscript should begin with the title in both English and Swedish, followed by author(s) name(s), abstract and author(s) address(es). The title should be short but informative. Abstract is always in English and must not exceed 200 characters.

Formatting

The only formatting that should be used are line breaks, *italics* and **bold**. Write scientific names of genera and species in italics. Lists of records must be structured in a consequent pattern: "Country: Province, parish, locality, other circumstances, date, collector, locality for next record..." et cetera. Order provinces geographically, order the parishes alphabetically or geographically. Parishes can be substituted by municipalities (but it must be consequent through the whole paper). Coordinates should be included.

Tables

Are placed on separate pages at the end of the manuscript. The table heading and legends should be given in both English and Swedish. Tables are numbered with Arabic numbers and should be cited in the text as e.g. "Table 1".

Figures

Figures (maps, diagrams, drawings and photos) should be used. These are also placed on separate pages at the end of the manuscript, or in a separate file.

In the submitted draft low resolution of figures is accepted to save space. Original figures can be sent after acceptance. Figure legends should be given in both English and Swedish. The figures are numbered with Arabic numbers and parts of figures with letters. All figures should be cited in the text with e.g. "Fig. 1". Proportions should fit the layout of the journal: breath 140 mm and height 195 mm. The figures might be resized by the editor. Final versions of figures should have a resolution of at least 300 ppi for photos and 1000 ppi for bitmap (1660 pixels of 14 cm wide). File formats that are accepted are high quality JPEG, TIFF, Photoshop PSD, EPS or SVG.

References

References are listed at the end of the text of the manuscripts, sorted in alphabetical order. All references must be cited in the text. Below are examples (journal paper, book and book chapter and internet).

- Nilsson, L.A. & Cederberg, B. 2001. *Nomada fucata*, ett för Sverige nytt gökbi (Hymenoptera: Anthophoridae). – Entomologisk Tidskrift 123: 19–22.
- Trägårdh, I. 1939. Sveriges skogsinssekter. 2:nd ed. – Hugo Geber, Stockholm.
- Stephens, J.M. 1963. Immunity in insects. – In: Steinhaus, E.A. (ed.). Insect pathology. An advanced treatise. Vol. 1: 273–297. Academic Press, New York.
- Artdatabanken. 2020. Artfakta, Praktgökbi. <https://artfakta.se/artbestamning/taxon/nomada-fucata-103240> (accessed 2020–01–19).

In the text citations are given as follows: Trägårdh (1939), or for specific pages: Trägårdh (1939: 285–287). Two authors are cited by (Nilsson & Cederberg 2001) and more than two are cited by (Franzén et al. 2002).

Submission of manuscript

Please check the manuscript thoroughly and make sure it follows the format presented in this issue. The editor may edit the text further, but a better prepared manuscript will be expedited more quickly. The manuscript is sent by e-mail as attachment.

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Proofs

The author is provided with a proof and the opportunity to make changes and correct errors in the text and layout. All problems should be corrected, but making major changes of the contents is not possible.

Reprints

The author receives a free PDF-file and 50 reprints of the published paper. Additional reprints can be ordered according to a fee.