

Instructions to Authors: *ILAR Journal* Style Guidelines

Format the Manuscript

- Aim for 20–30 pages double-spaced
- Number all pages and lines
- Text: use Microsoft Word for PC (not Mac)
- Style the headings as follows:
 - 1st weight: Bold, flush left, each word (except prepositions and articles) capped
 - 2nd weight: Not bold, flush left, capitalized words as in 1st weight heading
 - 3rd weight: Italic, not bold, centered, capped as in 1st weight heading
 - 4th weight: Paragraph indent, bold, first word capped, followed by period. Text follows on same line.
- Separate tables and figures so that they appear after (not embedded in) the text
- Figures: These must be of camera-ready quality. Provide electronic versions (if available) and hard copy (glossies) of any gray-tone figures
 - Important*: Provide separate files for text and figures, and save figures as jpg, jif, ppt, or eps files.
- Email to <cfletcher@nas.edu>

Include an Abstract and Key Words¹

- Abstract: ± 250 words
- Key Words: ≤ 8 key words, arranged alphabetically and appearing after the abstract

Identify Abbreviations

- Provide an alphabetical list of abbreviations used ≥ 3 times and include the definitions.
- Define all abbreviations the first time they are used in the text.

Include Author Affiliations

For all authors, provide full name, degree(s), title or position, institution, city, and state or country. For the corresponding author, also provide the mailing address and email.

Style the References

Follow *Scientific Style and Format: The Council of Biology Editors Manual for Authors, Editors, and Publishers* (6th ed., 1994) and prepare your reference list as follows:

- Use the author-date format for in-text citations (without commas; e.g., Fox and Obernier 2005; Kiesecker et al. 2001).
- Put references in both the text and the list in alphabetical order.
- Use “et al.” for in-text citations of sources by 3 or more authors. In the reference list, all authors’ names must be shown.
- Page numbers in the reference list are inclusive (e.g., p 213-219, not 213-9).
- Alignment “hangs,” as indicated below.

Coauthored Journal Article:

Brown MJ, Murray KA. 2006. Phenotyping of genetically engineered mice: Humane, ethical, environmental, and husbandry issues. *ILAR J* 47:118-123.

Chapter in an Edited Book:

Schallert T, Woodlee MT. 2005. Orienting and placing. In: Whishaw IQ, Kolb B, eds. *The Behavior of the Laboratory Rat: A Handbook with Tests*. New York: Oxford University Press. p 129-140.

Organization Abbreviation as Author:

ARENA [Applied Research Ethics National Association]. 2002. *Institutional Animal Care and Use Committee Guidebook*. Bethesda: Office for Laboratory Animal Welfare, National Institutes of Health.

Web Resource:

Swanson JC, McNitt JI. 2006. Rabbits. Available online (<http://ars.sdstate.edu/animals/rabbits.html>), accessed June 7, 2006.

Workshop Proceedings Reported in a Journal:

ILAR Workshop [Institute for Laboratory Animal Research Workshop on Demands for Rhesus Monkeys in Biomedical Research]. A report of the workshop held April 19-20, 2003, in Washington DC. *ILAR J* 44:236-238.

¹ We also encourage authors to close with a section on Conclusion[s], Concluding Thoughts, Summary, or Future Directions (or something along these lines).