



*For the Protection of Hawai'i's Native Wildlife*

## **HAWAII AUDUBON SOCIETY**

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### **‘Elepaio Submission Guidelines**

Submitting to the ‘Elepaio

The Hawaii Audubon Society is a nonprofit membership organization committed to fostering community values that result in the protection and restoration of native wildlife and ecosystems and conservation of natural resources through education, science and advocacy in Hawai‘i and the Pacific.

Instructions for Authors

The ‘Elepaio welcomes submissions that relate to our mission as stated above.

Article Categories and Word Limits

Word count includes all text from the first word of the Abstract through the last word in Literature Cited. It does not include legends for tables and figures or the body of tables. Manuscripts that substantially exceed the word limits specified below will not be sent for review. Due to our limited space, regardless of the category, we are unable to print manuscripts beyond 3,000 words in length. If you have several images and/or figures we ask that you limit your word count to 2,000.

1. Contributed Papers: Report on original research with relevance to the Society’s mission.
2. Research Notes: similar to Contributed Papers, but results and inferences may be more focused or preliminary.
3. Reviews: comprehensive reviews of a given topic.
4. Essays: comparatively speculative yet well-argued, -grounded in evidence, and -documented papers on novel, debated, and thought-provoking topics that may offer personal perspectives, raise awareness, or stimulate dialogue to advance our mission.
5. Conservation Practice and Policy: papers on applications of conservation science to specific goals for management, policy, or education; on topics important to decision making, planning, and implementation of conservation; and on applications or outcomes that provide opportunities for learning.
6. Comments: papers that respond to previously published material.
7. Letters: communications regarding topics of immediate interest to readers, including observations on controversial subjects or previously published papers.

We encourage authors who are uncertain whether their manuscript is appropriate to send a title and abstract for preliminary evaluation.

Manuscript Submission

All submissions should be sent directly to Hawaii Audubon Society’s email: [office@hiaudubon.org](mailto:office@hiaudubon.org)

## Files to Upload

Your manuscript must be in Word format. Please submit images and figures at high resolution as separate files. At submission, no particular file format for figures is required.

## Manuscript Specifications

Manuscripts must be in English. Do not use footnotes. Metric measurements must be used. All pages except figures must be numbered. Use U.S. rather than British spelling. We strongly recommend that authors whose first language is not English ask a colleague who is a native English speaker to proofread the manuscript before submission.

## Abstract

Include the abstract before the introduction as part of the main document. Above the abstract provide the title of the paper. Manuscripts in all categories except Comments, Diversity, and Letters must contain an abstract that does not exceed 300 words. The abstract should state concisely the aims, methods, principal results, and major inferences of the work (i.e., it should be a miniversion of the paper). Do not include incomplete or uninformative descriptions (e.g., "A new method of analysis is described." or "We discuss how our approach could be used as a tool for more sustainable management of forest systems."). Do not include acronyms in the abstract.

NOTE: Due to size limitations of the 'Elepaio, the abstract may or may not be printed.

## Citations

Use the following format for literature citations in the text: (Buckley & Buckley 2000; Pacey 2004; Jones et al. 2015). Arrange strings of citations in chronological order. Do not cite the following work that has not been published: 1) unpublished and/or 2) includes data not shown. A submitted manuscript is not published. Consult recent issues of the 'Elepaio for examples.

## Tables and Figures

Include no more than eight supporting element (i.e., table or figure) for every four pages of text (from the Abstract through the Literature Cited). If a table or figure has only a few data points, incorporate the data into the text. Tables must be double-spaced, without vertical rules, and must not duplicate material in the text or figures. Table legends should be one sentence. Additional explanations should be placed in footnotes. Tables should not contain colors, gray-scale shading, or other graphical elements.

## Online Supporting Information

Online appendices are allowed. They can be in any format. They should be named, cited, described in text, and a URL must be provided. These materials are not copyedited or proofread. After provisional acceptance, your paper will be edited and sent back to you for a response.

## Required Permission

If you have a figure or table in your manuscript that was published previously, you must obtain permission from the copyright holder to reprint it and supply the notice of permission as an additional file.

## Review Process

If the editor determines the manuscript topic is appropriate for the journal and meets standards of content and presentation, then the Society's board of directors will review it. When the manuscript has been approved it is sent to the scientific editor who finds appropriate reviewers. The scientific editor will be in touch for revisions.