



## Guidelines for Authors Submitting to *FrogLog*

All submissions should be emailed to the *FrogLog* Editorial Committee: [froglog@amphibians.org](mailto:froglog@amphibians.org). Please note that if your manuscript does not adhere to these guidelines, including our referencing format, it will be returned for correction before being considered for publication.

### ARTICLE SELECTION

*FrogLog* has over 30 years of history sharing research, updates, opportunities, accomplishments, stories, and other information relevant to amphibian conservation. *FrogLog* is a unique medium for amphibian conservation articles, updates and stories ranging in scope from local to global, allowing for the dissemination of information that would otherwise not be published elsewhere, such as conservation evidence (successes and failures, with lessons learned), storytelling articles, opinion pieces, etc.

*FrogLog* is committed to prompt evaluation and publication of submitted pieces. Articles should be submitted to [froglog@amphibians.org](mailto:froglog@amphibians.org). Our submission, review and publication processes are fully electronic, and authors will be notified of decisions by e-mail only. Please follow the formatting instructions below to ensure a speedy response.

All manuscripts are reviewed by one or more members of the *FrogLog* Editorial Committee, or other external reviewers in case specific skills need to be outsourced, and must be approved by them for publishing. In exceptional circumstances and pending capacity at the time, it may be possible to provide some language editing assistance in order to publish an article that might otherwise not be submitted. Please correspond directly with the Editorial Committee in such situations to discuss options.

### SUBMISSION REQUIREMENTS AND CONDITIONS OF ACCEPTANCE

Authorship – All authors must agree to be so listed and must have seen and approved the pieces, their content, and the submission to *FrogLog*.

Synopses of already published material are encouraged.

Where appropriate, prior to publishing in *FrogLog* authors are encouraged to submit their work to a peer reviewed journal(s).

Please note that *FrogLog* is generally an **internally** peer-reviewed journal. The only exception to this are special issues that cover specific themes or disciplines, which are externally reviewed, and these will be advertised accordingly.

Once published, edits cannot be made to articles in *FrogLog*. Any changes considered essential will be made as corrections in the next *FrogLog* issue.

After publication, authors may post the accepted version of the *FrogLog* article on their personal website.

### TRANSITION TO EARLY VIEW PUBLICATION

As part of our commitment to timely dissemination of research and updates in amphibian conservation, *FrogLog* is transitioning to an early view publication model. This approach ensures that all accepted articles are published online as soon as they are finalized, ahead of the scheduled full issue release. This change aims to enhance the visibility and impact of the work we share, allowing our community to access new findings without delay.

Articles accepted for early view are published shortly after final approval, significantly speeding up the time from submission to publication.



Please note that submissions will undergo the same rigorous review and editorial process to ensure that the high standards of *FrogLog* are maintained.

Early view articles will be highlighted on the website and accessible to our global audiences, providing immediate visibility and interaction.

All authors are encouraged to familiarize themselves with this new model and adjust their submission timelines accordingly to take full advantage of the early view benefits.

### **PREPARING YOUR SUBMISSION**

Please take a look at previous editions of *FrogLog* to get a sense of the publication style. You can view the latest edition of *FrogLog* here: <https://www.amphibians.org/resources/library/froglog/> or <https://www.iucn-amphibians.org/resources/froglog/froglog/archives/>.

Manuscript files are to be submitted only as .docx.

So we can automatically recognize and format the sections of your paper, please indicate the main sections with headings followed by a colon, in this order: Title:, Authors:, Affiliations:, Main Text:, References and Notes:, Acknowledgments:, Figure #: and Table #:.

Titles should be no more than 90 characters.

Subheadings – Use short phrases and not full sentences.

Text starts with a brief introduction describing the article’s significance, which should be intelligible to readers in various disciplines. Jargon should be avoided but when necessary technical terms should be defined. Symbols, abbreviations, and acronyms should be defined the first time they are used. All tables and figures should be cited in numerical order.

References and notes (further examples below) are numbered in the order in which they are cited, first through the text, the tables, and finally, figure legends. Each reference should have a unique number; do not combine references or embed references in notes.

Acknowledgments are a brief statement placed before references and notes labeled “Acknowledgments.” Here authors can thank the support received for the project. *FrogLog* highly values justice, equity, diversity and inclusion (JEDI) in conservation. We encourage authors to include a [JEDI declaration](#) in their Acknowledgments.

Tables should be included after the references and should supplement, not duplicate, the text. Each table should include a caption. Every vertical column should have a heading consisting of a title with the unit of measure in parentheses. Units should not change within a column.

Figures should be in numerical order and include a caption. No single caption should be longer than 200 words. Nomenclature, abbreviations, symbols and units used in a figure should match those used in the text. The figure title should be given as the first line of the caption. Any individually labeled figure parts or panels (A, B, etc.) should be specifically described by part name within the caption.

We encourage authors to include relevant photos as figures. When selecting photos, please ensure that they are clear and of high quality/resolution.

Figures may be embedded directly in the manuscript file; however, for better quality we ask that all figures are also provided as individual files. Allowable file formats include .jpg, .png, pdf, .psd, .eps and .tiff.



Full names, or organization names, of image copyright owners must be provided in legends for any images provided. These names must also be added to the figure filename if attached separately.

Graph axes should be labeled with the parameter or variable being measured, the units of measurement and the scale. Scales with very large or small numbers should be presented as powers of 10. Units should be metric and follow Système international d'unités (SI) convention. Definitions of symbols should appear in the figure caption and not in the figure. Simple solid or open symbols are preferred as they reproduce well and should be used where possible. Avoid the use of light lines and screen shading. Instead, use black-and-white, hatched, and cross-hatched designs for emphasis. Use heavy lines or boxes for emphasizing or marking off areas of the figure.

High resolution images are encouraged. Allowable file formats include .jpg, .png, pdf, .psd, .eps and .tiff.

Composite figures should be labeled A, B, C, etc. The letters should be represented in the associated caption.

#### **HOW TO SUBMIT**

The maximum total email size for each manuscript submission is 25 MB (combined total for all attachments). If larger figure files or supporting online material files are necessary, please send an email to [froglog@amphibians.org](mailto:froglog@amphibians.org) to coordinate file submission via a cloud sharing app such as DropBox, Google Drive or WeTransfer.

To ensure accurate conversion of manuscripts, we are able to accept files only in the .docx format (Microsoft Word 2007 and subsequent versions for PC and Mac).

Name all files starting with the last name of the first author. Follow this by an indication of whether this is the text or the figure name. The file name ends with the extension.

Examples of acceptable file names are:

smithtext.docx  
smithtextfigs.prn  
smithfig1.eps  
smithtextfigs.ps  
smithms.ps  
smithsupp.pdf

#### **REFERENCE STYLE**

*FrogLog* uses the *Science* referencing style, which can be downloaded for use in referencing software; more information can be found on the *Science* website here: <https://www.science.org/content/page/instructions-preparing-initial-manuscript#science-citation-style>

Place citation numbers for references and notes within parentheses, italicized: (18, 19) (18-20) (18, 20-22). Do not use superscript numbers. Citations are numbered sequentially and should be included in the main body of the article only. The Acknowledgments follow as an unnumbered note.

Each reference should be listed only once. Separate individual references from other references and from any text notes. Each reference should have its own number and not include other text.

Any reference to a personal communication should be given a number in the text and placed, in the correct sequence, in the references and notes. At the time of publication, all cited references must be published or available as a preprint.

Notes should be used for information aimed at the specialist (e.g., procedures) or to provide definitions or further information to the general reader that are not essential to the data or arguments. Notes may cite other references (by number).

Please do not place tables within notes.

For journal articles, list initials first for all authors, separated by a space: A. B. Opus, B. C. Hobbs. Do not use “and.” Use *et al.* (italics) for more than five authors. Abbreviated journal titles are in italics; volume numbers follow, in bold. Do not place a comma before the volume number or before any parentheses. Journal years are in parentheses: (1996). End each listing with a period. Do not use “ibid.” or “op. cit.”

For whole books, monographs, memos, or reports, the style for author or editor names is as above; for edited books, insert “Ed.,” or “Eds.,” before the title. Book titles should be in title case. After the title, provide (in parentheses) the publisher name, edition number (if any), and year. If these are unavailable, or if the work is unpublished, please provide all information needed for a reader to locate the work; this may be a URL. For unpublished proceedings or symposia, supply the title of meeting, location, inclusive of dates and sponsoring organization. There is no need to supply the total page count. If the book is part of a series, indicate this after the title (e.g., vol. 23 of Springer Series in Molecular Biology).

For chapters in edited books, the style is as above, except that “in” appears before the title, and the names of the editors appear after the title. After the information in parentheses, provide the complete page number range (or chapter number) of the cited material.

### Style Examples:

#### Journals

1. M. R. Springborn, J. A. Weill, K. R. Lips, R. Ibáñez, A. Ghosh, *Environ. Res. Lett.* **17** 104012 (2022). DOI 10.1088/1748-9326/ac8e1d
2. E. F. Zipkin, G. V. DiRenzo, *PLoS Pathog.* **18**, e1010624 (2022).
3. C. M. Lopes et al., *Mol. Ecol.* **30**, 3289 (2021). [Use *et al.*, where more than five authors are included]

#### Books

1. K. D. Wells, *The Ecology and Behaviour of Amphibians* (Univ. of Chicago Press, 2007)
2. M. J. Gray, V. G. Chinchar, Eds., *Ranaviruses: Lethal pathogens of ectothermic vertebrates* (Springer Cham, 2015) [Note: Editors instead of authors]
3. C. K. Dodd Jr., *Amphibian Ecology and Conservation: A Handbook of Techniques. Techniques in Ecology and Conservation Series* (Oxford Univ. Press, 2009) [Note: use “Univ.”]
4. J. G. Ewen, D. P. Armstrong, K. A. Parker, P. J. Seddon, Eds., *Reintroduction Biology: Integrating Science and Management* (Wiley, 2012) [Note: use short form of publisher name, not “John Wiley & Sons”]

#### Technical reports

1. L. J. Linhoff et al, IUCN Guidelines for amphibian reintroductions and other conservation translocations (IUCN, Gland, Switzerland, 2021) .
2. WWF, Living Planet Report 2020 - Bending the curve of biodiversity loss (WWF, Gland, Switzerland, 2020)
3. Global Biodiversity Outlook 5 (Secretariat of the Convention on Biological Diversity, Montreal, 2020) . [no author]



4. UNEP, Report of the Sixth Meeting of the Conference of the Parties to the Convention on Biological Diversity (UNEP/CBD/COP/20/Part 2) Strategic Plan Decision VI/26 in CBD (UNEP, Nairobi, 2002); [www.cbd.int/doc/meetings/cop/cop-06/official/cop-06-20-en.pdf](http://www.cbd.int/doc/meetings/cop/cop-06/official/cop-06-20-en.pdf). [the easiest access to this source is by Internet]

#### **Paper presented at a meeting (not published)**

1. Borzee A., Amphibian conservation in the agricultural landscapes of northeast Asia, presented at International Conference on Herpetological Biodiversity and Conservation in Eurasian Countries, Chengdu, China, November 2021.

#### **Theses and personal communications**

1. A. Borzee, Why are anurans threatened? The example of *Dryophytes suweonensis*, thesis, Seoul National University (2018).
2. G. Reuter, personal communication.

#### **Preprints**

1. A. Smette *et al.*, in press (available at <http://xxx.lanl.gov/abs/astro-ph/0012193>). [if now published, omit the URL and provide only a standard reference]
2. K. Abe *et al.*, *Phys. Rev. Lett.*, in press (available at <http://arXiv.org/abs/hep-ex/0107061>).

#### **Website**

1. Amphibian Species of the World 6.1, an Online Reference, <https://amphibiansoftheworld.amnh.org/> (2023)
2. AmphibiaWeb, <https://amphibiaweb.org/> (2023)

#### **IUCN Red List of Threatened Species**

1. IUCN Red List of Threatened Species. Version 2022-2 (IUCN, 2022; [www.iucnredlist.org](http://www.iucnredlist.org)).
2. IUCN SSC Amphibian Specialist Group, *Boulengerula denhardti*. In IUCN 2022. (IUCN Red List of Threatened Species. Version 2022-2., 2021) [Format for individual species accounts]

#### **GENERAL NOTES**

Following are some general guidelines on preferred style for manuscripts submitted to *FrogLog*:

- Species' common names should only capitalize proper nouns, e.g. Chinese giant salamander, starry night harlequin toad, Taita Hills caecilian
- Website is one word
- Space between unit of measure and number (1 cm)
- All words in article titles should be capitalized, except for abstracts included in the recent publications section
- Italicize all binomial names
- Italicize *in situ* and *ex situ*
- Space between words and dash
- No space between numbers, use commas to separate thousands and millions (1,000 or 7,000,000) and points for decimals (15.6)
- Superscript exponents (4<sup>2</sup>)
- When using x between numbers have space between (60 x 60)
- Space between number and figure within text (Fig. 1)
- Periods and commas inside quotes
- *et al.*, should be italicized
- Comma before etc.



- Use double quotes
- After introducing an acronym, use only the acronym
- Only use one single space after all punctuation marks such as periods (no double spaces anywhere in written text or captions)
- Numbers up to ten should be spelled out in full.

#### Figure Labels

- Figure titles should be spelled out except within text
- After figure there should be a colon e.g., “Figure 1:”