

GUIDELINES FOR AUTHORS **of *MARINE BIOLOGICAL JOURNAL***

1. STRUCTURE OF MANUSCRIPT

The mandatory elements of a scientific communication or a review article are:

- The UDC (universal decimal classification) code;
- Information about author(s) (first, second name and family name, academic title and position, affiliation of each author or name of organization which carried out the work, city, country, and email address for communication with authors. The name of the organization in Russian and English should match that specified in the statute. The order of the authors' names reflects their contribution to the work presented);
- Two abstracts (up to 600 words, in Russian and English, mutually consistent and fully reflecting the content of the work. The abstracts should display the relevance, aims, materials and methods, results, and conclusions. The titles of these sections in the abstracts should not be included);
- Keywords (3–10 words or collocations, which will be used for the article search. They should reflect the subject matter specifics, the object, and the results of the research and be mutually consistent in Russian and English);
- Introduction (It outlines the relevance of the research topic and presents a brief review of literature on the subject matter, the formulation of the problem, the aim and objectives of the study);
- Materials and methods (Methods and schemes of experiments/observations are indicated so as to allow other scientists to reproduce the results using only the text of the article. Materials, instruments, equipment, samplings, and conditions of experiments/observations are specified);
- Results (actual results of the study: text, tables, graphs, diagrams, equations, photographs, figures);
- Discussion (it contains an interpretation of the results of the study including the agreement of the results obtained with a hypothesis of the study, the area of the research and generalization of its results, and proposals for practical applications and future research);
- Conclusions (3–5 items summarizing the key findings of the study);
- References to the source of financial support for the research (the number of grant, state assignment of the Russian Federation, etc.)
- Acknowledgments (expressing appreciation to colleagues for their help, gratitude for a grant or some other financial support for the research, for the use of materials from collections and biorepositories, etc.);
- References (This includes only sources having the **status of scientific publications** used in preparing the article and cited in the body of the article in accordance with the standard adopted in the journal. Citation of abstracts of conference reports and abstracts of dissertations is undesirable and is allowed in exceptional cases).

The mandatory elements of a brief report are:

- The UDC (universal decimal classification) code;
- Information about author(s) (see above);
- Text;

- Abstract (up to 600 words. If the text of the report is in Russian, the abstract is in English, and vice versa);
- Figures and/or tables (if necessary): no more than two;
- References (the requirements for cited sources are the same as those for articles, see above)

The maximum lengths of scientific papers submitted to the journal are as follows: 20 pages for a review article which critically generalizes a certain research topic; 25 pages for an original research article (a logically complete scientific research); 6 pages for a historical chronicle; 3 pages for chronicles and information; 3 pages for a critical comment; 2 pages for a brief report.

The relative amount of illustrations should not exceed one third of the total length of a manuscript.

The number of references, as a rule, should not exceed 80 items for review articles and 40 references for original research articles. The minimum number of references in a brief report is 8.

A manuscript should be presented as a text document file (with an extension **.doc**, **.docx**, or **.odt**) together with a copy in the **.pdf** format for correct display of special symbols and notations used.

2. MANUSCRIPT TYPESETTING RULES

The following page settings should be used: A4 size, portrait orientation, top and bottom margins 3.3 cm, left and right margins 2.2 cm. Please use font Times New Roman 12 pt, line indent 1.25 cm, and single line spacing.

- Use notations and abbreviations accepted in the International System of Units (SI).
- Do not use automatic hyphenation.
- Do not place periods after the UDC code, article title, authors' family names, affiliation and organization names, headings and subheadings, figure and table captions, table notes and footnotes, dimensions (h = hour, s = second, g = gram, min = minute, d = day, m = meter), and in subscripts (C_{org}).
- A period should be placed after abbreviations consisting of the first part of a word, e.g., Mar. = March, Mon. = Monday, etc.
- In the body of manuscripts and abstracts in Russian, the decimal mark is comma (e.g., 0,1 or 2,005), whereas it is the full stop or period (e.g., 0.1 or 2.005) in the body of manuscripts and abstracts in English.
- Do not separate quotes and parentheses by spaces from words enclosed in them, e.g., (at 300 K), (a), etc.
- A space must be placed between the number sign (No., #) or section sign (§) and a number, e.g., No. 1, # 1, § 5,65, etc.
- Numbers with letters in notations must be typed without a space, e.g., IVd, 1.3.14a, Fig. 1d, etc.
- For geographical coordinates, the recommended international notation is N56.5°, E85.0°.
- **In geographical abbreviations a space should be placed after a period.**
- Do not separate the signs % and ° from a preceding number, e.g., 5%, +30°, etc.
- The units of measurement should be indicated as, e.g., [mg·m⁻³] rather than [mg/m³].

- Formulas in the document should be inserted using LaTeX, the standard formula editor embedded in MS Word, or the LibreOffice Math tool. Use of software such as MathType is unacceptable.
- References to tables in the body of the manuscript should be enclosed in parentheses, e.g., (Table 1).
- Abbreviations of several words should be separated by spaces, e.g., b. p. (= boiling point), sp. gr. (= space group), A. C. S. (= American Chemical Society), etc.
- The abbreviations for geographical directions should be given without separators, e.g., NW = northwest, SSE = south-southeast, etc.
- Adjective abbreviations or notations of a chemical compound related to a noun should be separated from the noun by a hyphen, e.g., IR-spectroscopy, PE-film, Na⁺-form, but note: the OH group.
- A dash should be placed between two or more proper names, which are collectively used to entitle a phenomenon, teaching, academic institution, etc., e.g., the Boyle – Mariotte law, and also between words and numbers used to indicate spatial, temporal or quantitative limits, e.g., the route the Indian Ocean – the Black Sea, 2.5–7 mm size.
- Figures, maps, graphs, and photographs, as well as tables, are numbered with Arabic numerals in the order of mention of these illustrations in the manuscript.
- In manuscripts written in a language that uses Roman alphabet, geographical and proper names borrowed from the languages that do not use Roman letters should be given in transliteration adopted by The Times Atlas of the World.
- It is necessary to adhere to the nomenclature adopted in modern catalogs and handbooks, with obligatory reference to the source. At the first mention of the Latin name of an organism, it is necessary to specify its full name, with indicating the author and the year of description. At subsequent mentions, the author's name and year of description should not be given and the name of the genus be given in abbreviated form. Generic and specific Latin names must be italicized. Latin names of higher taxa and names of authors who described species, genera, etc. should not be italicized or capitalized.
- Abbreviated names of institutions etc. at the first mention in the manuscript should be accompanied by their full names.
- The template for writing an article is given below:

UDC ...

A. B. Ivanov¹, Ph. D. in biology, lead engineer; **V. G. Sidorov**², Sc. D. in biology, senior researcher

¹Institute....., Primorsk, Russia

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Email:.....

TAXONOMIC DIVERSITY...

A structured abstract in the original language of the article (up to 600 words) is placed here.

Keywords: 3–10 words

It is recommended to break the body of the manuscript (12 pt, one column) into the following sections.

Introduction aims at presenting current state of affairs in the scientific problem the article purports to solve and outlines the structure of the article.

MATERIALS AND METHODS

Text, illustrations, and tables related to materials and methods of the research are presented in this section. (Do not forget to indicate the expeditionary research zones and the research vessel voyage number.)

RESULTS

Text, illustrations, and tables describing the results obtained are presented in this section.

DISCUSSION

Text and illustrations interpreting the research results and linking them to prior studies are presented in this section.

Conclusions

1. The first conclusion should be presented in this paragraph.
2. The second conclusion should be placed here.

In the last paragraph of the manuscript, reference to the title and number of the state assignment or grant number is desirable. For example:

The work has been carried out within the framework of the state assignment for IMBR RAS entitled “*Monitoring of Biodiversity of the Azov and Black Sea Basin Hydrobionts and Development of Effective Measures for Its Preservation*” (state reg. No. 115081110013).

When using materials of a collection or biorepository, etc. for preparing the manuscript, please, specify this fact, as follows:

The research has been performed using materials from the collection of hydrobiont parasites of the Common Usage Centre *Collection of Aquatic Organisms of the World Ocean* of IMBR RAS.

Acknowledgments (optional).

REFERENCES

1. Zenkevich L.A. *Biologiya morei SSSR*. Moscow: AN SSSR, 1963, 739 p. (in Russ.)
2. ...

The reference list is followed by the information about authors, structured abstract, and keywords in Russian, which are mutually consistent with the information about authors, abstract, and keywords preceding the body of the manuscript, as follows:

А. Б. Иванов¹, канд. биол. наук, вед. инж.; **В. Г. Сидоров**², д-р биол. наук, с. н. с.
¹Институт....., г. Приморск, Россия
²Институт....., г. Дальноморск, Россия
E-mail:

Structured abstract in Russian (up to 600 words).

Ключевые слова: слова

3. ILLUSTRATIVE MATERIAL (TABLES, GRAPHS, FIGURES, PHOTOGRAPHS)

Graphs, figures, and photographs are accepted as .tiff, .png or .jpg files, with high resolution (at least 300 dpi).\

It is advisable to provide drawings, diagrams, charts, and schemes as separate .svg files (the software recommended for use is GeoGebra, Inkscape, or Microsoft Excel).

In the illustration file names, it is necessary to indicate the surname of the first author of the article and the serial number of the illustration, e.g., Ivanov_Fig1.

Tables, figures, and photographs should be inserted into the manuscript where appropriate. The author can specify approximate size of a picture up to the whole page size with allowance for the caption, taking into account that the final font size after scaling must be approximately 12 pt and the width of lines and arrows sufficient for discerning them. Tables should be created using LaTeX or text editors Microsoft Word and Libre Office.

Tables, figures, and photographs should be inserted in the manuscript where appropriate. The author can specify approximate size of a picture up to the whole page size with allowance for the caption, taking into account that the final font size after scaling must be approximately 12 pt and the width of lines and arrows sufficient for discerning them. Tables should be created using LaTeX or text editors Microsoft Word and Libre Office.

- References to figures throughout the manuscript should be enclosed in parentheses and given in an abbreviated form and in uppercase: (Fig. 1). It is advisable to highlight them.
- The caption of a table must be presented **in two languages** (English and Russian) and placed above the table. Table column headings must be capitalized, whereas subheadings must be given in lowercase if they make up one sentence with the heading, and in uppercase otherwise. Units are placed after a comma. There must be an empty line between the table and its caption, and two empty lines between the table and text.

Repetitive text in columns of a table can be replaced with quotes (– «» –). Do not put quotes in place of repeated digits, notes, marks, mathematical and chemical symbols. If numerical or other data in any cell of the table is not given, a dash (–) should be placed in it.

An example of a table is given below.

Table 2 Abundance and occurrence of dominant species in benthic diatom taxocene at Sevastopol Bay

Species	Abundance, $\times 10^2 \text{ cm}^{-2}$		Occurrence, %
	maximum	mean	
<i>Nitzschia compressa</i>	253.5	56.6	100
<i>Cocconeis scutellum</i>	94.5	10.1	97

Figure captions must be also given in two languages (English and Russian) and placed below the figure. There must be an empty line between the figure and its caption and two empty lines between the caption and following text.

Fig. 1 The map of sampling survey in Sevastopol bay

4. CITING AND LISTING REFERENCES

Throughout the manuscript, literature must be cited in the form of numerals (according to the numbers in the reference list supplied) enclosed in brackets.

There are the following rules for making a list of references:

- The allowed number of cited references is 20 in an original article and 60 in a review paper. It is advisable to cite recent works published within the last 5–7 years.

- Each reference starting with its serial number must be placed in a new line.

- References must be listed in the alphabetical order, but not in the order of citation. First in the bibliography must be references to works written in Cyrillic. They are followed by references to works published in a language that uses Roman alphabet.

- If Russian-speaking authors submit a manuscript in English, the bibliography must be given in transliteration without the Cyrillic version.

The bibliography should meet the requirements of the Russian Science Citation Index (RSCI) and international databases. In this connection, references to Russian-language literature need to additionally contain information for citing it in a language that uses Roman alphabet.

When creating a bibliographic reference item, it is important to observe the following rules:

- **All authors** must be listed in each reference.

- **Do not abbreviate** the journal names.

- If a cited article was published in **a language that uses Roman alphabet** (e.g., German, Finnish, Danish, Italian, etc.), the respective reference is made in **the original language of the article**. Family names and initials of all authors should be given as indicated by the authors. The title of the article in English must be presented as in the original publication.

- If a cited article was published in **a language that does not use Roman alphabet** (e.g., Cyrillic alphabets including Russian, hieroglyphs, etc.), **transliteration** of the whole reference in brackets [...] must be placed immediately after the reference in the original language.

- Transliteration from Russian should be carried out according to the BSI standard (it is automatically generated on the web page <http://ru.translit.net/?account=bsi>) with preserving the style of the Russian source. This is followed by the transliterated name of the Russian-language journal in the BSI standard, unless there is an established pattern, and the data-line of the article: year, volume, issue, and page number. The transliterated reference ends with an indication of the original publication language put in parentheses, e.g., (in Russ.)

- If an article cited has an official translation of its title, it must be inserted instead of transliteration. Translation, as well as transliteration, is given in brackets [...] and is placed immediately after the original writing of the bibliographic reference. The easiest way to check the availability of an official translation of the title of the article is searching it on the web site <http://elibrary.ru/>. If there is an article (book) translated into English, it is preferable to refer only to it, e.g.,

Borzykh O. G., Zvereva L. V. Mycobiota of the bivalve mollusk *Anadara broughtoni* (Schrenck, 1867) from various parts of peter the great Bay, Sea of Japan. *Russian Journal of Marine Biology*, 2015, vol. 41, iss. 4, pp. 321–323.

- At the end of the bibliographic reference (behind the closing bracket), a digital

object identifier (**doi**) of the article should be placed, if it exists.

BIBLIOGRAPHICAL EXAMPLES IN THE LIST OF REFERENCES

Books (monographs, edited books):

- Зенкевич Л. А. *Биология морей СССР*. Москва : Изд-во АН СССР, 1963. 739 с. [Zenkevich L. A. *Biologiya morei SSSR*. Moscow: AN SSSR, 1963, 739 p. (in Russ.)].
- Christensen J. M. *Fishes of the British and Northern European seas*. Harmondsworth: Penguin books, 1978, 128 p.
- Schwarti S. S. *Ecological regularities of evolution*. Moscow: Nauka, 1982. 278 p. (in Russ.).
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- *ICES Zooplankton methodology manual* / R. P. Harris, P. H. Wiebe, J. Lenz, H. R. Skjoldal, M. Huntley M. (Eds). Bodmin; Cornwall: Academic Press, 2000, 684 p.

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- Бондарев И. П. Современное состояние популяций рапаны *Rapana venosa* (Valenciennes, 1846) в крымской части ареала // *Промысловые биоресурсы Чёрного и Азовского морей* / ред.: В. Н. Еремеев, А. В. Гаевская, Г. Е. Шульман, Ю. А. Загородняя. Севастополь, 2011. Гл. 5. С. 177–189. [Bondarev I. P. Sovremennoe sostoyanie populyatsii rapany *Rapana venosa* (Valenciennes, 1846) v krymskoi chasti areala. In: *Promyslovye bioresursy Chernogo i Azovskogo morei* / V. N. Eremeev, A. V. Gaevskaya, G. E. Shulman, Yu. A. Zagorodnyaya (Eds.). Sevastopol: ECOSI-Gidrofizika, 2011, ch. 5, pp. 177-189. (in Russ.)].

Periodicals:

- Автор А. А., Автор В. В., Автор С. С., Автор Д. Д. Название статьи // *Название журнала*. 2005. Т. 5, № 2. С. 237-264. [Author A. A., Author B. V., Author C. S., Author D. D. Title of article (English title if exists, or transliteration otherwise). *Title of Journal (Transliteration Only)*, 2005, vol. 5, no. 2, pp. 237–264. (in Russ.)]. doi: 10.1007/s00270-015-1241-x
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gelatinous macrozooplankton in inshore waters of Crimean coast of the Black Sea in 2009-2010. *Morskoj ekologicheskiy zhurnal*, 2012, vol. 11, no. 3, pp. 17–24. (in Russ.).

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- Beşiktepe S. *Studies on some ecological aspects of copepods and chaetognaths in the southern Black Sea, with particular reference to Calanus euxinus*. Ph.D. Thesis. Ankara, Turkey: IMS-Middle East Technical University, 1998, 204 p.

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1. CD-ROM:

Anderson S. C., Poulsen K. B. *Anderson's electronic atlas of hematology* [CD-ROM]. Philadelphia: Lippincott Williams & Wilkins; 2002.

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- Mashukova O., Tokarev Yu. Influence of the temperature at the Black Sea ctenophores-aliens bioluminescence characteristics. *Advances in Bioscience and Biotechnology*,

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- *Communication of the European Commission to the Council and to the Parliament on a European Community Biodiversity Strategy*. Available at: <http://www.faunaeur.org/d>.

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- *Opinion by written procedure: Assessment of Black Sea Stocks* (STECF-OWP-11-06). (Nov. 2011) Dascalov G., Rätz H-J. (Eds.). Luxembourg, 2011, 216 p. (Sci., Techn. and Econom. Comm. for Fish. STECF).

- *Report of the SGMED-08-03: Working Group on the Mediterranean. Pt 3. Joint Black Sea Working Group*. (9-13 June 2008, Ispra, Italy). Pilling G., Cheilari A., Rätz H-J. (Eds.). Luxembourg, 2008, 522 p. (Sci. Techn. and Econom. Comm. for Fish. STECF).

Patents

- Патент 37571 UA, МПК C12N 1/12, C12R 1/89 *Способ культивирования спирулины Spirulina platensis (Nordst.) Geitl.* / А. В. Бородина, Р. П. Тренкеншу ; Институт биологии южных морей им. А.О. Ковалевского (Украина). № ГР 2006 04851; заявл. 03.05.2006., опубл. 10.12.2008, Бюл. № 23. [Patent 37571 UA, МПК C12N 1/12, C12R 1/89 *Sposob kul'tivirovaniya spiruliny Spirulina platensis (Nordst.) Geitl.* / A. V. Borodina, R. P. Trenkenshu; Kovalevsky Institute of Biology of the Southern Seas (Ukraine). № GR 2006 04851; zayavl. 03.05.2006., opubl. 10.12.2008, Bul. № 23.].

- Pagedas A. C., inventor; Ancel Surgical R&D Inc., assignee. *Flexible endoscopic grasping and cutting device and positioning tool assembly*. United States patent US 20020103498. 2002 Aug 1.