

Northeastern Naturalist

Submission Checklist

- ✓ Authors have reviewed the journal formatting guidelines to make sure their submissions adhere to NENA's stylistic standards.
- ✓ Authors have read the following publication considerations and understand the journal's policies and expectations as stated therein.
- ✓ Authors have designated a corresponding author, who may be different than the lead author and, for the sake of efficiency and to avoid potential confusion, will be the sole contact with the journal throughout the publication process.
- ✓ In the cover email, authors firmly commit to the relevant publication charges as described below in the publication considerations, and acknowledge that the responsibility of payment ultimately lies with the authors regardless of any changes in employment or other circumstances.
- ✓ In the cover email, authors acknowledge that this manuscript has not been previously published, nor is it currently with another journal for consideration for publication.
- ✓ If the submission is for a revised version of a manuscript that has been previously rejected, either by the *Northeastern Naturalist* or another journal, the authors shall disclose this information and attach a summary of the changes made to address the concerns raised by the reviewers and editor during the earlier review process.
- ✓ If authors are aware that aspects of their manuscript might be considered controversial, we ask they disclose that in the cover email.
- ✓ Authors may include a brief summary description of the submission with an explanation of why they feel it merits publication and is appropriate for consideration by NENA.
- ✓ Authors are encouraged to provide full names and email contact information for potential reviewers, if they are aware of individuals with the appropriate expertise and no potential conflicts of interest.
- ✓ Authors have attached the complete submission as both a Word doc and pdf file, with all figures, captions, and tables included at the end of the manuscript following the Literature cited. Please do not send separate figure files at this stage in the process.

Publication Considerations

Publishing format. All manuscripts are published electronically online, though authors of monographs and organizers of special issues can request a print run of professionally produced hard copies at additional cost. While issues of the *Northeastern Naturalist* are compiled quarterly, the journal incorporates an online early publication model, so that each article will be published promptly upon completion on both the journal's website and in the BioOne database in an issue in progress, with its finalized page numbering allowing for complete citation.

Language considerations. The publication language of the journal is English.

Author considerations. Manuscripts may be submitted by anyone knowledgeable about natural history. Authors are encouraged to get outside review of their manuscript before submitting it to the journal. Manuscripts derived from dissertations and theses are welcome, especially when seasoned perspective is added through co-authorship by faculty members.

Geographic region covered. The *Northeastern Naturalist* covers all aspects of the natural history sciences of terrestrial, freshwater, and marine organisms and the environments of the northeastern portion of North America, roughly bounded from Virginia to Missouri, north to Minnesota and Nunavut, east to Newfoundland, and south back to Virginia. Manuscripts based on field studies outside of this region that provide information on species within this region may be considered at the Editor's discretion.

Manuscript subject matter. The journal welcomes manuscripts based on fieldwork, observations, and associated lab work that focus on terrestrial, freshwater, and marine organisms, plants, and habitats. Subject areas include, but are not limited to, field ecology, biology, conservation applications, behavior, biogeography, taxonomy, evolution, anatomy, and physiology. Strict lab, modeling, and simulation studies on natural history aspects of the region, without any field component, will also be considered for publication as long as the research has direct and clear significance to field naturalists and the manuscript discusses these implications.

Manuscript length. The journal does not have any set limits on word or page counts. Rather it is important that authors concisely and succinctly present all the information needed for the reader to fully understand the research or observations being described as well as all of the relevant implications and appropriate conclusions in light of previous findings and publications on the topic, while avoiding the inclusion of extraneous or only tangentially related information (however, note that we do offer the option of including linked online supplemental material, which, though not integral to a full understanding of the manuscript, might be valuable for those wishing to take a deeper dive into the research conducted).

Submission of manuscripts. Manuscripts need to be submitted electronically. Both a Microsoft Word file and a pdf file of the complete manuscript including all tables, figures, and captions should be attached to an email to the Editor-in-Chief, Keith Goldfarb (keithg@eaglehill.us). Do not at this stage send separate figure files. The email message should have “NENA Submission” at the beginning of the subject line, and should include a statement that the manuscript has not been published or submitted for publication elsewhere, either in whole or in part, and if the submission is for a revised version of a manuscript that has been previously rejected, either by the *Northeastern Naturalist* or another journal, the authors shall disclose this information and attach a summary of the changes made to address the concerns raised by the reviewers and editor during the earlier review process. The e-mail should also include a statement that the authors are able to commit institutional funds and/or personal funds to cover the page charges for articles (see section below on page charges for details and exceptions). Authors are encouraged to suggest the name, qualifications, and e-mail contact information of potential guest editors (subject matter experts who oversee the review process for particular manuscripts) and/or reviewers. Please let us know if any aspects of your manuscripts could be considered potentially controversial in some way. This information helps the journal to better understand such manuscripts and to consider options for an impartial and balanced peer review process.

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We will acknowledge the receipt of all submissions, so if you do not hear from us within a week of your submission, please contact us.

Review of manuscripts. All manuscripts will be peer-reviewed by a manuscript or guest editor in collaboration with two reviewers, all subject matter experts, each of whom will make editorial recommendations. Manuscripts will be edited in collaboration with the author(s) for readability, clarity, accuracy, and brevity. Editors generally follow conventions of the CSE Style Manual (Council of Science Editors).

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By submitting a manuscript to NENA for consideration for publication, authors attest:

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