

Journal of Mongolian Paleontology

Author guidelines

Types of peer-reviewed papers

- Research articles
- Short original communications
- Review articles
- Research communications

Please ensure that the length of your paper is in harmony with your research area and with the science presented.

All papers are subject to peer-review by minimum of two and a maximum of three experts. While submitting your paper you will be asked for three potential reviewers. Indicating three reviewers is mandatory. To authors from non-English language authors: to have the best possible pre-requisition for the review process, please ask a native speaker to check the quality of the English, before you submit the complete paper.

Manuscript submission

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities – tacitly or explicitly – at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

Permission

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

Abstract

An informative abstract is required for Articles. Short original communications do not have an abstract in the main text file, but an abstract must be entered separately in the manuscript because it is used to help reviewers decide whether they are willing to review the manuscript. Abstract should summarize the main facts, ideas, and conclusions of the Article, and not simply list the topics discussed, but it must not exceed 200 words. Include all new taxonomic names for referencing purposes. Abbreviations that are not listed in the details of text should be avoided. Literature citations are normally not allowed in the abstract

Keywords

For the keywords, select up to 8 key terms for a search on your manuscript's subject.

Formatting the manuscript

Manuscripts should be submitted in Word.

- Use a normal, plain font (e.g., 11-point Arial) for text.
- Use italics for emphasis.
- Use the automatic page numbering function to number the pages.
- Do not use field functions.
- Use tab stops or other commands for indents, not the space bar.
- Use the table function, not spreadsheets, to make tables.
- Use the equation editor or MathType for equations..

Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section on the title page. The names of funding organizations should be written in full.

Citation

Cite references in the text by name and year in parentheses. For example:

- Limb bone elements of dinosaurs may have developed in various growth rate (Horner et al., 1999).
- Environmental setting of Kalahari desert could resemble modern analogue of Gobi desert during late Cretaceous period (Jerzykiewicz, 1998).
- Pioneering histological study by Horner and Padian (2004) has revealed that *Tyrannosaurus rex* reached its maximum skeletal maturity at age of 10.
- Microstructure of vertebrate bones has been studied since 1800s (de Ricqlès, 1968, 1972, 1974a, 1974b, 1974c, 1975; Enlow and Brown, 1956, 1957, 1958; Gross, 1934; Mantell, 1850; Nopcsa, 1933; Seitz, 1907).

Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list. Reference list entries should be alphabetized by the last names of the first author of each work. Order multi-author publications of the same first author alphabetically with respect to second, third, etc. author. Publications of exactly the same author(s) must be ordered chronologically. Publications that not in English should be phoneticized in latin and English translation should be written in box brackets ([]).

- *Journal article*

Horner, J. R., A. de Ricqlès, and K. Padian. 2000. Long bone histology of the hadrosaurid dinosaur *Maiasaura peeblesorum*: growth dynamics and physiology based on an ontogenetic series of skeletal elements. *Journal of Vertebrate Paleontology* 20: 115-129.

Ideally, the names of all authors should be provided, but the usage of "et al" in long author lists will also be accepted:

Pena, S.D.J., Pietro, G. D., Fuchshuber-Moraes, M. et al. 2011. The Genomic Ancestry of Individuals from Different Geographical Regions of Brazil Is More Uniform Than Expected. *PLoS One* 6: e17063.

- *Book*

Vrba, E. S., and G. B. Schaller (eds.). 2000. *Antelopes, Deer, and Relatives: Fossil Record, Behavioral Ecology, Systematics, and Conservation*. Yale University Press, New Haven, Connecticut, 341 pp.

Schatzinger, R. A. 1975. Later Eocene (Uintan) lizards from the greater San Diego area, California. M.Sc. thesis, San Diego State University, San Diego, California, 212 pp.

Saysette, J. E. 1999. Postcranial estimators of body mass in pecorans with emphasis on *Capromeryx* (Mammalia: Artiodactyla). Ph.D. dissertation, Colorado State University, Fort Collins, Colorado, 192 pp.

- *Book chapter*

Emry, R. J., P. R. Bjork, and L. S. Russell. 1987. The Chadronian, Orellan, and Whitneyan North American Land Mammal Ages; pp. 118–152 in M. O. Woodburne (ed.), *Cenozoic Mammals of North America*. University of California Press, Berkeley, California.

Emslie, S. D., and N. J. Czaplewski. 1999. Two new fossil eagles from the late Pliocene (late Blancan) of Florida and Arizona and their biogeographic implications; pp. 185–198 in S. L. Olson (ed.), *Avian Paleontology at the Close of the 20th Century: Proceedings of the 4th International Meeting of the Society of Avian Paleontology and Evolution*, Washington, D.C., 4–7 June 1996. *Smithsonian Contributions to Paleobiology* 89.

- *Articles in press*

Zhang, J.-Y. In press. New fossil osteoglossomorph from Ningxia, China. *Journal of Vertebrate Paleontology*.

- *Articles as abstracts in symposium or conference proceedings*

Nydam, R. L. 2002. Advances in our understanding of the polyglyphanodontine lizards of North America. *Journal of Vertebrate Paleontology* 22(3, Supplement):93A.

- *Software, maps, web sites, and web-based articles*

Swofford, D. A. 2003. PAUP* 4.0. Sinauer Associates, Sunderland, Massachusetts.

Izett, G. A., and J. G. Honey. 1995. Geologic map of the Irish Flats NE Quadrangle, Meade County, Kansas, U.S. 1:24,000. U. S. Geological Survey. Geological Survey Miscellaneous Investigations Series Map I- 2498.

Scotese, C. R. Plate tectonic maps and continental drift animations: Late Permian. Paleomap Project, Department of Geology, University of Texas at Arlington. Available at www.scotese.com. Accessed November 8, 2004.

Janvier, P. 1997. Craniata. Tree of Life Web Project. Available at www.tolweb.org/Craniata/14826. Accessed November 30, 2006.

Table

All tables must be cited in the text and the tables must be numbered in the order in which they are cited in the text, even if there is only one table (i.e., Table 1). Tables with their captions should be comprehensible without reference to the text. Foldouts are not acceptable, but tables and charts can be reproduced to cover facing pages. The heading/caption for the table should appear in the table file, above the table, not in a list at the end of the manuscript document. Use 'TABLE' (all caps), flush left, in the table heading, with a period after the table number, as in this example:

TABLE 2. This is the caption of the table.

Figure

These should begin with 'FIGURE' in all caps. There is a period after the figure number. Follow the example below.

FIGURE 5. Theropod skull bones in lateral view. **A**, dentary of *Allosaurus fragilis* (after Madsen, 1976); **B**, maxilla of same; **C**, dentary of *Carcharodontosaurus*, AMNH 1956. **Abbreviations:** **a**, articular; **af**, ascending facet; **rt**, recurved teeth. Scale bar equals 5 cm.

Appendices

Appendices appear following the literature cited in the print and pdf versions of an article, and should be less than e.g., four manuscript pages in length. More extensive information (e.g., faunal lists, character lists, specimen lists, etc.) should be included as supplementary data (see below for details). Material for an appendix should be double-spaced and submitted as a separate file or files. An appendix or appendices (use Arabic numbers, beginning with 1) must be referred to in the text and/or in the tables/figures.

Supplemental data

Supplementary material is supporting material that cannot be included in the printed version for reasons of space. Format the supplementary data file similarly to the published article, including title page with title, authors, and 'Journal of Mongolian Paleontology,' and on following pages use text headings, figures, tables, and appendices as necessary. Each such file should be self-contained; if literature is cited within the supplementary data, the file must contain its own literature-cited section. The published article must not contain references that are cited only in the supplementary data. If a supplementary file contains tables, figures, or appendices, use Table S1, S2, Figure S1, S2, Appendix S1, etc., to prevent confusion with tables or figures in the main article. Each supplementary data file must be cited at the appropriate place in the text of the main manuscript (e.g., Supplementary Data 1) and be submitted as a separate file with the same name (e.g., 'supplementary_data_1.doc').

Formatting of manuscript components

Page header and footer should not be used. Please use no more than three levels of displayed headings.

Example:

Title page includes title of the article, authors' names, authors' affiliations. Abstract is written in next page.

Paleoenvironmental reconstruction of early Cretaceous dinosaur-bearing
Ulaanoosh Formation, southern Mongolia

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ABSTRACT

An informative abstract is required for articles. The abstract for articles must be formatted as in this example and must begin on a new page. It should summarize the main facts, ideas, and conclusions of the Article, and not simply list the topics discussed, but it must not exceed 200 words. Include all new taxonomic names for referencing purposes. Abbreviations that are not listed in the text should be avoided. Literature citations are not allowed in the abstract

KEYWORDS

Keywords are written under Abstract in same page. For keywords, select up to 8 key terms for a search on your manuscript's subject.

PRIMARY HEADINGS

Text or secondary heading follows after a blank line. Do not write the primary heading in small caps. A blank line precedes the primary heading.

Secondary Heading

Text, if any, follows on the next line, indented. A blank line precedes the secondary heading. Use Title Capitalization (Capitalize the Important Words), not sentence capitalization. Do not cite figures or tables within headings.

Tertiary Heading—Text follows here after an em dash, without spaces. The em dash should not be bold. The heading should be indented, but there is no blank line preceding a tertiary heading. Use Title Capitalization (Capitalize the Important Words). If you are unable to generate an em dash, use two hyphens.

Abbreviations

There can be separate 'Institutional Abbreviations' and 'Anatomical Abbreviations,' each beginning with a tertiary heading. The list should be ordered alphabetically by abbreviation. Note that the abbreviation is in bold but the punctuation is not. Examples:

Institutional Abbreviations—**AMNH**, American Museum of Natural History, New York; **MCZ**, Museum of Comparative Zoology, Harvard University.

Anatomical Abbreviations—**a**, articular; **prz**, prezygapophysis; **z**, zygantum.

List anatomical abbreviations either in a separate section as in this example, especially when captions are used in multiple figures, or else in the figure captions, but not in both places. If listing them in figure captions, include all abbreviations for a given figure within its caption; do not refer the reader to another caption.

ACKNOWLEDGMENTS

Acknowledgments of people, grants, funds, etc. should be placed in a separate section on the title page. The names of funding organizations should be written in full.