

**19 APRIL 2015**

**GENERAL MANUSCRIPT FORMAT AND STYLE FOR *URSUS***

For general style guidance, we suggest that authors follow one of the recent CSE/CBE Style Manuals on scientific style and formatting. For spelling, please see Webster's Third New International Dictionary, unabridged. *Ursus* staff will take care of the majority of petty formatting and style details during the copyediting process at the editorial office; **however, we request that authors please follow these minimal instructions:** (1) please double-space the entire manuscript (including Literature cited) with 3-cm (or 1-inch) margins, and use Times New Roman 12-point font; (2) please follow instructions for formatting figures and tables (given below); (3) please make sure citations are as complete as possible. Authors are encouraged to consult recent issues of *Ursus* for style and format. Contact the Editor if you have general questions. Specific questions regarding formatting should be directed to the Editorial Assistant, Tracy Estabrook Boal ([teboal@yahoo.com](mailto:teboal@yahoo.com)).

00 Month 20XX

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**Running Head:** Short title of no more than 45 characters

**Title:** Title should be 10 words or less: use vernacular names

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***Abstract:*** All manuscripts (except Short Communications) should have an abstract of no more than 300 words. Short Communications should include an abstract of no more than 150 words. The abstract should concisely state the goals, methods, principal results, and major conclusions of the article. Incomplete and uninformative descriptions (e.g., “a new method of analysis was given”) should not be in the abstract. Use only well-recognized acronyms (e.g., GIS, DNA) and define them at first use. Avoid detailing results of statistical tests in the Abstract. Abstracts in Spanish may be provided by the author when appropriate. For abstracts in other non-English languages, please contact the Editor in

advance. Supply 8–12 key words for indexing: vernacular and scientific names of principal organisms, geographic area, phenomena and entities studied, and methods.

**Key words:** climate change, diet, food habits, grizzly bear, Montana, nutritional ecology, stable isotopes, *Ursus arctos*

*Ursus 00(0):00–00 (20XX)*

*Ursus* allows latitude for formatting manuscripts to most effectively convey information. Generally, authors should provide an introduction (without a heading) that provides the background for the study. Typically, the following sections are included in manuscripts that provide analyses of scientific studies: an ‘Introduction’ (no heading needed), followed by ‘Methods,’ ‘Results,’ and ‘Discussion.’ However, these categories are not necessarily appropriate for some papers. A ‘Management implications’ section may be included when appropriate, but is not mandatory.

**Primary (no. 1) headings are initial cap and bold font**

Indented text begins on next line. Primary headings include Study area, Methods, Results, Discussion, Management implications, Acknowledgments, and Literature cited.

***Secondary (no. 2) headings should be initial cap, bold and italic font.***

Indented text begins on next line.

***Tertiary (no. 3) headings are tab-indented, bold and italicized, initial cap only, period at the end.*** Text is run in.

**Study area**

Do not combine Study area section with Methods. Please describe Study area in present tense.

## **Methods (or Materials and methods)**

Methods should be concise, clear, and detailed enough that the study could be accurately replicated by readers. Use subheadings for clarity, if needed. Please describe methods using “active” voice (i.e., “We developed...” not “A protocol was developed...”).

### ***Internal style***

List manufacturer name and location when mentioning specific equipment (e.g., Advanced Telemetry Systems, Isanti, Minnesota, USA).

Animal Care and Use Committee approval numbers go in this section.

Use metric units for measurements. For conversions of trade terms and other terms that may be ambiguous, show English equivalents in parentheses.

### ***Scientific names***

Do not use in the title or for names of domesticated animals or cultivated plants. In the abstract and text, accompany the first mention of a vernacular name with its scientific name. Reserve use of subspecies names for situations in which the subspecies is an important part of the information conveyed.

## **Results**

We encourage authors to emphasize biological and ecological relationships, magnitude of effects, and numerical metrics and meaning of observations, as opposed to relying on simple reportage of statistical coefficients (which can be reported in tables and figures). Again, please use active voice to report results, where possible.

## **Discussion**

If possible, authors should refrain from repeating Results in the Discussion; instead, authors can address the meaning of their results in relation to other similar studies. We recommend that authors avoid speculation outside the appropriate inference of their own data.

## **Management Implications**

This section is not necessary, but if appropriate for your manuscript, you may include it. This section *should not* include repetition of Discussion material, but should instead be a short (typically 1 paragraph) summary of how your results might be useful to wildlife managers.

## **Acknowledgments**

We drew on several sources when compiling these guidelines, particularly The Wildlife Society guidelines for the *Journal of Wildlife Management* (Block et al. 2011, <http://joomla.wildlife.org/documents/JWMguidelines2011.pdf>; Chamberlain and Johnson 2007, [http://www.fws.gov/rcwrecovery/pdfs/jwm\\_guidelines.pdf](http://www.fws.gov/rcwrecovery/pdfs/jwm_guidelines.pdf)) and the *Wildlife Society Bulletin* (Wallace and Boal 2014, [http://onlinelibrary.wiley.com/journal/10.1002/\(ISSN\)1938-5463a/homepage/WSB\\_condensed\\_author\\_guidelines\\_and\\_doc\\_template\\_9\\_July\\_2014\\_FINAL.doc](http://onlinelibrary.wiley.com/journal/10.1002/(ISSN)1938-5463a/homepage/WSB_condensed_author_guidelines_and_doc_template_9_July_2014_FINAL.doc)), and also on L. Brennan's 2012 editorial on the subject of effective editing and manuscript presentation (<http://onlinelibrary.wiley.com/doi/10.1002/wsb.149/pdf>). We appreciate the previous work of these authors.

## Literature cited

*In text*, references are listed first by date, and then alphabetically (Smith et al. 1984, Estabrook 2005, Johnson 2005). Show page numbers for quotations (Smith et al. 1984:22), paraphrases, and citations of specific mathematical or statistical formulas. Use lowercase letters for references with same author(s) and year (Smith et al. 1983a, b; Johnson 2005).

In *Literature cited*, please list alphabetically by last name of author, then by first initial of authors with the same last name, then by last name(s) of co-authors, and finally by year. Spell out all titles and book or journal names. Article and journal titles of non-English citations should be in the original language; an English translation should be added if possible. Non-English citations must cite the language of publication in brackets at the end of the citation.

## Books

Miller, K.V., and R.L. Marchinton. 1995a. Quality whitetails: The why and how of quality deer management. Stackpole Books, Mechanicsburg, Pennsylvania, USA.

———, and ———. 1995b. Quality whitetails: The when of quality deer management. Stackpole Books, Mechanicsburg, Pennsylvania, USA.

Skinner, M.P. 1925. Bears in the Yellowstone. A.C. McClurg and Co., Chicago, Illinois, USA.

Temple, S.A., editor. 1978. Endangered birds: Management techniques for preserving threatened species. Second edition. University of Wisconsin Press, Madison, Wisconsin, USA.

NOTE: For place of publication, please use “USA” and “UK” but spell out all other countries.

### **Book—Chapter**

Garshelis, D.L., and K.V. Noyce. 2008. Seeing the world through the nose of a bear—Diversity of foods fosters behavioral and demographic stability. Pages 139–163 in T.E. Fullbright and D.G. Hewitt, editors. *Wildlife science: Linking ecological theory and management applications*. CRC Press, Boca Raton, Florida, USA.

### **Foreign Language Publication**

Angulo, E. 2003. Factores que afectan a la distribución y abundancia del conejo en Andalucía. Dissertation, Complutense University, Madrid, Spain. [In Spanish.]

### **Journals—General Format**

Baruch-Mordo, S., S.W. Breck, K.R. Wilson, and D.M. Theobald. 2008. Spatiotemporal distribution of black bear–human conflicts in Colorado, USA. *Journal of Wildlife Management* 72:1853–1862.

———, K.R. Wilson, D.L. Lewis, J. Broderick, J.S. Mao, and S.W. Breck. 2014. Stochasticity in natural forage production affects use of urban areas by black bears: Implications to management of human–bear conflicts. *PLoS ONE* 9:e85122. doi: 10.1371/journal.pone.0085122.

Gunther, K.A., R.R. Shoemaker, K.L. Frey, M.A. Haroldson, S.L. Cain, F.T. Van Manen, and J.K. Fortin. 2014. Dietary breadth of grizzly bears in the Greater Yellowstone Ecosystem. *Ursus* 25:60–72.

### **Journals in Press**

Costello, C.M., F.T. van Manen, M.A. Haroldson, M.R. Ebinger, S.L. Cain, K.A. Gunther, and D.D. Bjornlie. In press. Influence of whitebark pine decline on fall habitat use and movements of grizzly bears in the Greater Yellowstone Ecosystem. *Ecology and Evolution*.

NOTE: “In press” indicates that the manuscript has been officially accepted for publication. This does not include manuscripts that are being considered for publication; these references should be cited in text as unpublished data. Cite in text (Zelenak and Rotella 1997) if year is known and (Zelenak and Rotella, in press) if year is unknown.

### **Symposia and Proceedings—Complete Volume**

DeGraaff, R.M., technical coordinator. 1978. Proceedings of workshop on management of southern forests for nongame birds. U.S. Forest Service General Technical Report SE-14, Washington, DC, USA.

### **Symposia and Proceedings—Individual Article**

Garshelis, D.L. 1989. Nuisance bear activity and management in Minnesota. Pages 169–180 in M. Bromley, editor. Bear–people conflicts. Proceedings of a symposium on management strategies. Northwest Territories Department of Renewable Resources, Yellowknife, Northwest Territories, Canada.

### **Symposia and Proceedings—Part of a Numbered Series**

Kendall, K.C. 1983. Use of pine nuts by grizzly and black bears in the Yellowstone area. International Conference on Bear Research and Management 5:166–173.

### **Symposia and Proceedings—Not Part of a Numbered Series—Complete Volume**

McAninch, J.B. 1995. Urban deer: A manageable resource? Proceedings of the symposium of the 55th Midwest Fish and Wildlife Conference. North Central Section of The Wildlife Society, 12–14 December 1993, St. Louis, Missouri, USA.

### **Symposia and Proceedings—Not Part of a Numbered Series—Individual Article**

Stout, S.L., and R. Lawrence. 1996. Deer in Allegheny Plateau forests: Learning the lessons of scale. Pages 92–98 *in* Proceedings of the 1995 Foresters Convention.



Society of American Foresters, 28 October–1 November 1995, Portland, Maine, USA.

### **Theses or Dissertations**

Fortin, J.K. 2011. Niche separation of grizzly (*Ursus arctos*) and American black bears (*Ursus americanus*) in Yellowstone National Park. Dissertation, Washington State University, Pullman, Washington, USA.

NOTE: Use the word “Thesis” to denote Master of Science (M.S.) or Master of Arts (M.A.) and “Dissertation” for Doctor of Philosophy (Ph.D.).

### **Government Publication**

Interagency Grizzly Bear Study Team [IGBST]. 2013. Response of Yellowstone grizzly bears to changes in food resources: A synthesis. Report to the Interagency Grizzly Bear Committee and Yellowstone Ecosystem Subcommittee. Interagency Grizzly Bear Study Team, U.S. Geological Survey, Northern Rocky Mountain Science Center, Bozeman, Montana, USA.

Poulin, R., J. Knight, M. Obbard, and G. Whitherspoon, editors. 2003. Nuisance bear review committee report and recommendations. Ontario Ministry of Natural Resources, Peterborough, Ontario, Canada.

### **Government Publication—Part of a Numbered Series**

Anderson, D.R. 1975. Population ecology of the mallard: V. Temporal and geographic estimates of survival, recovery, and harvest rates. U.S. Fish and Wildlife Service Resource Publication 125, Washington, DC, USA.

### **Web Citation**

R Core Team. 2013. R: A language and environment for statistical computing. R

Foundation for Statistical Computing, Vienna, Austria. <http://www.R-project.org/>.

Accessed 30 Jan 2014.

### **Newspaper, Newsletter, and Magazine Articles**

Associated Press. 1997. Feathers could fly over dove hunting. Columbus Dispatch. 28 December 1997; section E:15.

NOTE: citing from newspapers, newsletters, and magazines is discouraged and is acceptable only in certain rare circumstance (e.g., in papers dealing with public perceptions).

### **Court Cases**

Cite complete title and year of case in text only.

### **Supplemental material**

If included, please place after Literature cited, and list each item as Text S1, Table S1, and Fig. S1, etc. Call out in text, in proper order, as for regular tables and figures (e.g., Table S1).

Text S1. Supplemental material is acceptable. Please include a brief description of each file to be included with published manuscript.

### **Tables and figures**

These should be separated from the main text, each on a separate page. Each must be self-explanatory, so in each caption please re/define all abbreviations and symbols; include ‘what, where, when data were collected’; and resist cross-referencing text, other figures, or tables unless needed for brevity. Tables (e.g., Table 1) and figures (e.g., Fig. 1)

must be numbered according to order of callout in text (e.g., Tables 2, 3; Fig. 2). Avoid repeating information among tables, figures, and text. Please do not insert your figure or table captions into the embedded table or into the figure, but list as text at end of manuscript (see table example below).

**Figures** should be high quality. Best scale is 1.5 times the reduced size. Lettering style and size when reduced should be the same in all figures. If graphics are embedded in Word files, also send original graphics files (.eps or .tif format are preferred unless .tif is derived from another source; Excel and Powerpoint graphics are also acceptable if high resolution). Authors are encouraged to check figures with the free service of Allen Press, Verifig, at <http://figchecker.allenpress.com/cgi-bin/upload.cgi>, use password 'allenpresscmyk'. Because the cost of color production is much higher than for black and white, *Ursus* must deviate from its normal page charge policy (see above): page charges cannot be waived for an article including color graphics.

Start each **table** on a separate page and continue long tables on  $\geq 1$  pages. For electronic copy, Microsoft Excel is preferred; tables can be produced in Excel, then pasted into Word. **If Microsoft Word is used, please use the Table Editor Function; PLEASE DO NOT USE TABS.** Include column headings for all columns in table. Do not use vertical lines. Separate means and SE/SD into their own columns (i.e., don't use "Mean  $\pm$  SE" as a column heading). Footnotes should be designated with lowercase superscript letters (e.g., <sup>a,b</sup>) in table, and also listed by letter below table. Report actual *P*-values, except for in multiple comparison tests or other statistical tests that do not commonly estimate actual values. In tables where specific *P*-values are not available, probability asterisks can occupy their own footnote line under designated footnotes (e.g.,

\* $P < 0.05$ , \*\* $P < 0.01$ , \*\*\* $P < 0.001$ ). For differences-of-means tests, please use capped Roman letters (e.g., 32.5A; 36.2AB) to indicate, rather than footnotes.

**Table 1. Number of species in different kingdoms consumed by grizzly bears in the Greater Yellowstone Ecosystem, 1891–2013 (adapted from Gunther et al. 2014).**

<b>Kingdom</b>	<b>Category</b>	<b>No. of species</b>
Plantae	Aquatics	4
	Ferns and fern allies	4
	Forbs	85
Fungi	Gilled mushrooms	3
	Non-gilled mushrooms	4
Animalia	Vertebrates	
	Amphibians	1
	Fish	4
	Mammals	26
	Invertebrates	
	Insects	33
	Segmented worms	1
Spiders	1	
Total		166 <sup>a</sup>

<sup>a</sup> In addition to the 266 species consumed, grizzly bears were also documented consuming geothermal soil.