

International Bear News submission guidelines:

Articles:

- Please submit all articles electronically to the appropriate Regional Correspondent, Section Chair or to the Managing Editor.
- Article submissions should be 1000 words or less.
- IBA Conferences and workshops:
 - Organizers and Session Chairs are to submit summaries of technical sessions from IBA conferences and workshops for publication in International Bear News (IBN). This is coordinated by the Chair of the Scientific Committee for each conference or workshop.
 - Summaries are to be submitted for publication in the next IBN following the conference or workshop date.
 - Summaries are to adhere to these submission guidelines.
 - Please submit photos along with summaries.
- Authors should provide the following information:
 - Name
 - Position with IBA (if applicable)
 - Position title of job (optional)
 - Contact mailing address (optional)
 - Contact email address
- All text should be 1.5 spaced.
- Paragraph structure should include an indent on the first line with no line separation between paragraphs.
- Sentences should be separated by a single space.
- Use metric units for measurement
- Write numbers as digits unless appearing at the start of a sentence or when used as a pronoun, where they should be written as text.
- Write ordinal numbers as text (e.g., first, second, third).
- Fractions should be converted to decimals or percentages.
- When noting approximate numbers, use the abbreviation “approx.”
- Scientific names should accompany the first mention of all common species names, with the exception of domesticated animals or cultivated plants.
- Literature cited and in-text citation should appear in the same format at *Ursus* and in alphabetical order.
- The IBA reserves the right to accept, reject, and edit submissions.
- Deadlines apply to all sections*
 - * Note: Articles submitted by Bear Specialist Group members have earlier deadlines than those posted. Please contact the Bear Specialist Group Correspondent for details

Photos, graphics, maps, charts or figures:

- Providing photos, drawings, charts or figures to support the article is appreciated.
- For all photos, maps, drawings, charts or figures, captions should be provided at the end of article submission.
- Photos:
 - If the photo is of a small group, the people in the photo should be named. If the photo is of a large group, notable people in photo should be named. Please provide full names and identify people in the group from left to right.
 - Photos should be submitted in their original file type (e.g. jpg, tiff, png, etc.) and at the highest resolution possible.
 - Please include photo credits (photographer and/or source) at the end of the article submission.
- Graphics/Logos:
 - If logos are to appear as a banner or block, submit an image showing how the logos should appear together, and submit each logo as a separate file
- Maps:
 - Maps should be submitted: (1) as a complete image to show how it should look when printed; and (2) with the different map elements as separate files (e.g., separate .jpg for legend and inset map (showing study area location), map graphic without text (so text size can be optimized by Layout Editor).
- Figures:
 - Figure legends should be provided as a separate file

Recent Bear Literature:

- Please use *Ursus* literature cited formatting

IBA Council and Bear Specialist Updates:

- The IBA Secretary will notify the Managing Editor of any changes in council, including position and contact information by the submission deadline.
- The BSG Chair will notify the Managing Editor of any BSG member changes, including position and contact information by the submission deadline.

If you have any questions please send inquiries to the Managing Editor.