

Checklist for MDIBL Bulletin, Volume #54, 2015

FORMAT:

- Page size:** 8 1/2" x 11"
- Margins:** 0.8" (2 cm) margin all sides
- Justification:** Right margin justified
- Spacing:** Text single-spaced
Double space between paragraphs; first line indented 0.25" (0.63 cm).
- Typeface:** Times, 11 pt. for title and text.
Times, 10 pt. for figures & tables, fig./table legends, and the bibliography.
Arial, 9 pt. for abstract

For example:

Quantification of RhgC1 in the marine longhorn sculpin (*Myoxocephalus octodecemspinosus*)

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Ammonia is a waste product which is excreted to the surrounding water across the gills of most fish. We have studied the gill proteins (called Rh glycoproteins) in the sculpin thought to be responsible for this transfer. We found that the fish is able to increase the amounts of these molecules in the gills (by activating certain genes) when it encounters higher than normal ammonia levels. This adaptation allows the fish to cope with varying levels of ammonia when needed.

Teleostean fish are known to excrete nitrogenous waste as NH₃ and NH₄⁺ across the gill⁵. It is known that in mammals the Rh glycoproteins are used as an ammonia transporter and are expressed in the renal cells to drive net ammonia secretion by NH₃/NH₄⁺ transport^{8,9}.....

- Report Title:** Bold type, regular case
Species included in title and italicized
- No headings or breakdown of text, *e.g.*, no Methods, Conclusions.
- Symbols/abbreviations should be in accordance with those used in *American Journal of Physiology*
- Figures/Tables/Photos sharp, clear and pasted in proper position.
- Statement of funding source(s) concludes the report
 - a. REU student—REU Site at MDIBL (NSF DBI-0453391)
 - b. INBRE student—Maine IDEa Network of Biomedical Research Excellence (2-P20-RR016463)
 - c. STEER (High School) student (1-R25-ES016254-01); Hancock County Scholars Program
 - d. New Investigators Award
 - e. Salisbury Cove Research Fund, Blum Halsey Fellowship, etc
 - f. American Heart Association, Cystic Fibrosis Foundation, etc.
- Report must not exceed 4 pages

CITATIONS AND REFERENCES:

- Citations should be indicated within the text using superscripted numbers based on the appearance of the reference in the bibliography:

Miller et al.⁶ found that ... the gills are the site of gas exchange³.

- References should be listed in alphabetical order at the end of the paper in a numbered bibliography. The format should be in accordance with that used in the *American Journal of Physiology*. Font is 9 pt. Use a hanging indent of 0.25" (0.63 cm) for text:

1. **Greger, ES, Fong, W and Forrest, JN.** Cellular mechanisms of NaCl secretion by the rectal gland of *Squalus acanthias*. Studies on *in vitro* perfused glandular tubules. *Bull. Mt Desert Isl. Biol. Lab* 23: 8-10, 1983.
2. **Olson, KR and Farrell, AP.** The Cardiovascular System. In: *The Physiology of Fishes*, edited by Evans, DH and Claiborne, JB. Boca Raton, FL: CRC Press, 2006, p. 119-152.

INDICES (There are five)

Carefully choose key words for maximum effect. At least three should be selected and noted an appended page. Use past issues of the *Bulletin* as a guide. Include species name(s) in the title of the report.

- List the common and Latin names of species used in the research.
- List three key words in the manner described above.
- List all associates in your laboratory, if they were included as authors or not.
- List any publications that resulted from, or related to, the work done at MDIBL.
- Cite the granting agency or agencies that supported this work, *e.g.*, NSF, NIH/NCRR, NIH/NIEHS, NIH/NIDDK, DOD, etc.

ABSTRACT

All authors must write and submit a 2-4-sentence "lay" abstract to be published with each short report. The purpose of the abstract is to describe to a general audience the broader impacts of the research project.

An example of an abstract is provided on the first page of this document.

9 pt. Arial font

The abstract will be published at the top of each short report, between the authors/institutions and the beginning of the body text.

SUBMISSION, FEES, and REVIEW

- Abstracts and supplementary information including key words, species, etc. are submitted online.

<https://my.mdibl.org/display/VisitingPis/Bulletin>

**Deadline for initial submission(s) without incurring a late fee is Friday, March 1, 2013.
Initial abstracts submissions will not be accepted after March 15, 2013.**

- Fees:** First page is free for all authors. \$50 per page for each additional page.
Late fee: \$100 per page after Feb. 3rd. Late fees are additional to standard page fees.
- The Editor will contact you, if revisions are necessary. Submissions will be reviewed by the Editor and the Editorial Committee, who will comment on clarity of expression, comprehensibility by non-specialists, adherence to accepted standards of scientific reporting, statistical and methodological treatments where appropriate, and other aspects. These comments should be looked on as suggestions intended to be helpful in improving the paper and therefore the quality of the *Bulletin*.

PRIOR PUBLICATION OF RESULTS

The *Bulletin* publishes research abstracts and short reports – not full-length journal articles. Submission is limited to MDIBL seasonal and year-round investigators. Bulletin abstracts often report preliminary results. However, authors should be aware that data published in the *Bulletin* could be regarded as a "prior publication of the results" by some journals.

2013 DEADLINES

Friday, March 1 Deadline for Initial Abstract Submissions
Friday, March 8 Abstracts assigned to reviewers
Friday, March 22 Referee comments returned to editor and forwarded to authors
Friday, April 5 Deadline for submission of revised articles

Target Date for on-line access for Bulletin is June 3.

**Address all questions and concerns to Alice Villalobos at
avillalobos@cvm.tamu.edu**