PROCEEDINGS OF THE SOUTH DAKOTA ACADEMY OF SCIENCE
INSTRUCTIONS FOR AUTHORS--2016

Editorial Policy: The South Dakota Academy of Science is a forum for the promotion of scientific
teaching, research, and service in the state of South Dakota. The South Dakota Academy of Science meets
each spring for the purpose of annual business, awards, and the interchange of ideas, information, and
results from scientists and students of science. The minutes of the annual meeting and the abstracts and full
papers of presentations are published annually in November in the Proceedings of the South Dakota
Academy of Science which is uploaded to the Academy website (www.sdaos.org). Although presentation at
the annual meeting is strongly encouraged, each year a limited number of full papers may be considered for
publication that have not been.

Authorship Policy: The following is the policy on authorship of abstracts and manuscripts to be published
in the Proceedings:
1) Only reports of original research not published elsewhere may be considered.
2) Authors must provide their name, title, address, and phone number along with a thorough technical review of the manuscript. To facilitate this process, the
reviewers should use the Peer Review Form that can be downloaded from the Academy's web site (www.sdaos.org).

Manuscript Submission Procedure:
1) For those authors who choose to submit a full manuscript of their presentation, the deadline for
submission is July 15 each year. If you cannot meet the July 15th deadline for full papers, you must request
an extension from the editor. You must also request a new due date because extensions are not automatically granted.
2) Manuscripts submitted for publication in Proceedings must be accompanied by two technical reviews. Authors are required to solicit reviewers that have expertise in the topic area of the manuscript. Co-authors of manuscripts are not considered reviewers. Each reviewer must provide their name, title, address, and phone number along with a thorough technical review of the manuscript. To facilitate this process, the reviewers should use the Peer Review Form that can be downloaded from the Academy's web site (www.sdaos.org). In turn, authors must provide a brief reconciliation letter describing how reviewer comments were addressed along with a final, revised copy of the manuscript. The submission package must include the following: 1) two technical reviews (Peer Review Forms), 2) written reconciliation from authors, and 3) revised manuscript.
3) All file names should begin with the corresponding author’s last name.
4) Abstracts and manuscripts must be submitted electronically. Electronic submissions should be
forwarded to Robert Tatina at rotatina@dwu.edu. Manuscripts should be saved as MS Word files (not PDFs) that include tables and/or figures. Reviewer comments and the author(s) reconciliation statement must be submitted as separate files (MS Word) along with the manuscript. Manuscript illustration files that have the extension .BMP, .GIF, .EPS, .JPG, .TIF, or .PCX are acceptable. IMPORTANT: Begin all file names with the corresponding author’s last name (e.g., Chipps_ms.doc, Chipps_review1.doc, Chipps_review2.doc, Chipps_reconcil.doc).
5) The author or one co-author of each abstract or paper must be a current member of the South Dakota
Academy of Science.
6) Failure to adhere to the submission procedure will result in manuscripts being returned to authors.
7) Submission of abstracts for publication in the Proceedings do not need to be peer-reviewed.
8) Information on page and reprint charges will accompany the page proofs sent to the corresponding
author, who is responsible for arranging for payment.

Format Conventions: 1) All manuscripts and abstracts should be single-spaced throughout including
tables and the literature cited section. All pages should be numbered serially in the upper right-hand corner. Use a 1 -inch margin all around but do not justify the right margin or hyphenate words on the right margin (i.e., use word wrap). Avoid footnotes in both articles and abstracts. Use metric measurements unless English units are more appropriate, in which case metric equivalents must appear in parentheses. Give scientific names for all species the first time the species' common name is used as
follows: Culver's root (*Veronicastrum virginicum*). Write out numbers under 10, except in a series with numbers >10 or with measurements or percentages. Statistical terms and other measures should conform to the Council of Science Editors Scientific Style and Format (e.g., \( t = 0.311, \ df = 33, \ P = 0.001 \), note italics, capital \( P \) and spaces before and after =).

**Manuscript Components:**

**TITLE PAGE**

All manuscripts should include a title page that includes the author name(s), affiliation(s), current mailing address(es), and Corresponding author email. Here are the components and style of the title page:

Microsoft Word
Times New Roman, Font Size = 12
Margin: Left = 0, Right = 6, Paragraph Indent = 4
Title: All Caps, Bold, Centered
Authors: See example:

**MUTATION RATES IN ANOLIS LIZARDS**

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**ABSTRACT**

Include a brief but informative abstract. The abstract should be a single paragraph of 200-300 words that concisely summarizes the results and conclusions of the study. The abstract should be followed by a short (ca. 5) list of keywords. For authors submitting only an abstract, you may include a few literature citations, but please use sparingly, and enclose them in parentheses within the text of the abstract.

Keywords

(Up five keywords)

**INTRODUCTION**

The introduction should include sufficient detail to establish the purpose and importance of the work being summarized. It should include pertinent literature related to the study question and end with a statement of the objectives/hypotheses being examined.

**METHODS**

The methods should include sufficient information for the reader to evaluate the data or repeat the study. It is better to be inclusive (i.e., overly explicit) when describing the methods used, but keep in mind that clarity and conciseness are important.
RESULTS

Results follow the methods section and should include a concise summary of your findings. Be careful not to ‘discuss’ implications of results; reserve these points for the Discussion section. Results that are presented in tables or figures should not be exhaustively discussed in the text. When statistics are presented they should be explicit (e.g. \( t = 34.07, \text{df} = 48, P = 0.003 \)).

DISCUSSION

The common trait among good scientific papers is a well-written discussion section. The discussion section is where you synthesize what has been learned from the study and provide direction or generalities for future studies. The discussion section should not be merely a summary of relevant literature linked to restatements of your results. Rather, it should be an informative essay that advances what is known about the subject area. Be careful, however, not to extend the discussion beyond what can be supported by the data reported in the results.

LITERATURE CITED

All references cited in the text should be listed at the end of the manuscript under the Literature Cited heading. References should be in alphabetical order by the last name of the author(s). If different works by the same author(s) are referenced, references should be in chronological order. Authors cited in the text of abstracts or papers should be indicated in parentheses by last name and year of publication (e.g., Wade 1967; Bremer 1977). When a citation has more than two authors, the last name of the first author followed by et al. should be used (e.g., Seabloom et al. 1978). Where two or more papers by the same author(s) have appeared in one year, the style should be (Stewart 1967a, 1967b). Citations included in abstract only submissions should be complete and included within the text of the abstract.

Examples of Literature Cited


(For Internet citations, include as much information as possible so that readers could access the material cited. Also include “Available at” and then include the URL. Finally, add in square brackets the date you accessed the URL [Cited 6 June 2010].)

Tables, Figures, Illustrations and Photographs. Tables should be double spaced throughout, without vertical lines, and with page numbers in the upper right-hand corner. If tables are more than one page in length, put ”Table x. continued” on all subsequent pages. Each table should begin with a Table number (e.g., Table 1, Table 2, etc.) followed by a descriptive caption which is separated from the table headings and data by a horizontal line. Tables must be referenced in the text.
Figures should be done with black ink on firm quality paper or if computer generated, they should be of camera-ready quality (laser printer) with sharp lines suitable for reproduction. Photographs should be 5x7-inch, sharp, black and white glossy prints. When appropriate, a legend of symbols, etc., scale and a cardinal direction (e.g. North) should be indicated on figures of maps. On the back side, identify each figure or photograph lightly in pencil with the figure's number, author(s) name(s), and an indication of the top of the figure. Figure captions should be numbered (e.g., Figure x.) and typed on a separate sheet of paper at the end of the manuscript. Letters, symbols, and legends should be large and clear enough on all figures and photographs to be legible after copy reduction. Figures must be referenced in the text.