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GENERAL INFORMATION

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The comments/suggestions for further improvement of the Bulletin are also welcome which may be send to: gbpihed@envis.nic.in.

The authors are requested to visit: http://gbpihedenvis.nic.in/Envis_bulletin.html for further details.

SUBMISSION OF MANUSCRIPTS

Manuscripts should be submitted electronically via E-mail on: **gbpihed@envis.nic.in**

Cover Letters

All authors must include a cover letter when submitting a manuscript to ENVIS BULLETIN HIMALAYAN ECOLOGY. Cover letters should include the following sections:

- 1) Title, names of authors, and numbers of tables, figures and pages in the main text,
- 2) The importance and novelty of the research findings in the study;
- 3) Authors need to promise that manuscripts submitted to **ENVIS BULLETIN HIMALAYAN ECOLOGY** are considered on the understanding that they have not been published elsewhere, nor are under consideration for publication;
- 4) In addition, agreement for submission and email address from all the authors are needed.

A sample cover letter can be found [here](#).

Language Editing

Particularly, if English is not your first language, before submitting your manuscript you may wish to have it edited for language. This is not a mandatory step, but may help to ensure that the academic content of your paper is fully understood by journal editors and reviewers.

REVISED MANUSCRIPTS

Revised manuscripts should be returned via E mail on **gbpihed@envis.nic.in** within two months of the date from when the invitation was sent; revised manuscripts received after this time will be considered as new submissions. Revised manuscripts should be accompanied by a detailed response letter on how all the concerns of the editor and referees have been addressed. Please give the exact page number(s), paragraphs(s) and line number(s) where each revision was made. Please copy this letter in 'Response to reviews' during submission.

Format: Original source files are required to avoid delays if the manuscript is accepted. The main text must be provided as Microsoft Word. References, Figure Legends and Tables should be included in the Word file.

Figures should be provided as .jpg, .png files. The minimum resolution for the figures is 300 dpi for tone or colour, 1200 dpi for line art at approximately the correct size for publication. Colour figures should be CMYK (Cyan-Magenta-Yellow-Black).

GUIDELINES FOR PRESENTATION

Manuscripts should be typewritten using size 12 Times New Roman on one side only of A4 size, aligned left and double-spaced with margins of at least 3 cm. All pages should be numbered sequentially. Each line of the text should also be numbered consecutively. Manuscripts should be written in clear, concise and scientific language, nomenclature and standard international units should be used.

The first page should contain the title (not exceeding 100 characters), the name(s) of the author(s), the name(s) and address(es) of the institution(s) where the work was carried out, followed by the contact details of the author to whom correspondence should be sent (address, telephone, fax, and e-mail). Any acknowledgements or any footnotes referring to the title, including sources of financial support (for Chinese authors), should be inserted into the Acknowledgements section, which precedes the References. Authors should also supply a running title which will appear at the top of the page, this should not exceed 50 characters, including spaces.

Each paper must begin with a structured abstract of no more than 450 words, briefly stating the context and primary objectives of the study, major techniques and procedures used in the study. *Important Findings* should take up no more than half of the abstract and summarize only the most important results and their significance. Three to five *Key Words* should be supplied after the abstract for indexing purposes.

The body of the text should be subdivided into the following main headings:

- (a) Introduction should be concise and define the scope of the work in relation to other work done in the same field.
- (b) Materials and methods should be brief but informative enough for reproduction of the work; when methods published in standard journals are followed without any modification, a reference to the work should be listed.
- (c) Results and Discussion should be presented with clarity and precision.
- (d) Acknowledgements
- (e) References

ABBREVIATIONS

Standard chemical symbols may be used in the text where desirable in the interests of conciseness. For long chemical names and other cumbersome terms, widely accepted abbreviations may be used in the text (e.g. ATP, DNA); the list of standard abbreviations published by *The Biochemical Journal* (<http://www.biochemj.org/bj/bji2a.htm>) is an acceptable guide. Abbreviations for the names of less common compounds may be used, but the full term should be given on first mention. It is confusing and unnecessary to use abbreviations for common English words (e.g. L for light).

SCIENTIFIC NAMES

The complete scientific name (genus, species, and authority, and cultivar where appropriate) must be cited for every organism at the first mention. The generic name may be abbreviated to the initial thereafter except where intervening references to other genera with the same initial could cause confusion. If vernacular names are employed, they must be accompanied by the correct scientific name on first use.

CHEMICAL AND MOLECULAR BIOLOGY NOMENCLATURE

Follow *Chemical Abstracts* and its indexes for chemical names. The IUPAC and IUBMB recommendations on chemical, biochemical, and molecular biology nomenclature should be followed (see <http://www.chem.gmw.ac.uk/iupac> and <http://www.chem.gmw.ac.uk/iubmb>).

UNITS OF MEASUREMENT

The metric system is adopted as standard. The system of units known as 'SI' should be used. If non-standard abbreviations must be used they should be defined in the text. Units of measurement should be spelled out except when preceded by a numeral, when they should be abbreviated in the standard form: g, mg, cm³, etc. and not followed by full stops. Use negative exponents to indicate units in the denominator (i.e. mmol m⁻² s⁻¹).

Numbers up to ten should be spelled out in the text except when referring to measurements. Numbers higher than ten are to be represented as numerals except at the beginning of a sentence. Fractions are to be expressed as decimals.

Dates should be cited thus: 7 June 2001 and the 24 hour clock should be used.

EQUATIONS

If equations require more than one level of subscript or superscript, please use either 'Microsoft Equation Editor' or 'Math Type'. If anything else is used, the equation has to be re-typed which makes it vulnerable to errors.

TABLES

Tables should be on a separate page, and should be numbered in Arabic numerals with an appropriate legend at the head. They should be included in the text file (either in the .PDF file for first submissions or in the Word file for accepted manuscripts).

FIGURES

Figures should be self-explanatory and contain as much information as is consistent with clarity. All figures must carry the figure number in Arabic numerals. Citation in the text should take the form Fig. 1a etc. The minimum resolution for the figures is 300 dpi (dots per inch) for tone or colour, 1200 dpi for line art at approximately the correct size for publication. Colour figures should be CMYK (Cyan-Magenta-Yellow-Black).

Legends Each legend should contain sufficient explanation to be meaningful without cross-referencing. A scale of the original should be included in the legend unless already indicated in the picture. A description of the symbols used in the figures should be written out in full. (Please do not include the character symbol in the legend.)

Please be aware that figure legends may be used by search engines for figure searches.

LITERATURE CITATION

Citations in the text should have the authors immediately followed by the date to facilitate the electronic linkages which are available on-line, for example:

(Shen and Ma 2001) or Shen and Ma (2001). If several papers by the same author in the same year are cited, they should be lettered in sequence (2000a, b), etc. When papers are by more than two authors they should be cited thus: (Shen *et al.* 2001).

In the list, references must be placed in alphabetical order without serial numbering.

The following standard form of citation should be used, including the title of each **paper or book**:

Jiang Q, Gresshoff PM (1993) Lotus japonicus---a model plant for structure--function analysis in nodulation and nitrogen fixation. In Gresshoff PM (ed) *Current topics of plant molecular biology*, Vol.II, Boca Raton, FL: CRC Press, 97-110.

N'tchobo H (1998) Sucrose unloading in tomato fruits. II. Subcellular distribution of acid invertase and possible roles in sucrose turnover and hexose storage in tomato fruit. *PhD thesis*, Laval University, Canada.

Richard C, Granier D, Inzé D, De Veylder L (2003) Analysis of cell division parameters and cell cycle gene expression during the cultivation of *Arabidopsis thaliana* cell suspensions. *Journal of Experimental Botany* **52**:1625-1633.

Only papers published or in press should be cited in the literature list. Unpublished results, including submitted manuscripts and those in preparation, should be cited as unpublished in the text. Journal titles should be abbreviated where known.

Citation of articles from e-journals and journal articles published ahead of print should have the author names, year, title, journal title followed by the assigned digital object identifier (DOI) or the appropriate URL.

Citation of the paper **after print publication** should be:

Parry MAJ, Andralojc PJ, Mitchell RAC, Madgwick PJ, Keys AJ (2003). Manipulation of Rubisco: the amount, activity, function and regulation. *Journal of Experimental Botany* **54**:1321-1333.

Citation of other URL addresses (unless in reference to an e-journal) may be made in the text but should not be included in the reference list.

The list of literature must be typed double-spaced throughout and checked thoroughly before submission. If the list is not in the correct form it will be returned to the author for amendment and publication of the paper may be delayed.

FUNDING/ACKNOWLEDGEMENTS

Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research (e.g., providing language help, writing assistance or proof reading the article, etc.).

The following rules should be followed:

The sentence should begin: 'This work was supported by ...'. The full official funding agency name should be given, i.e. 'the National Cancer Institute at the National Institutes of Health' or simply 'National Institutes of Health'. Grant numbers should be complete and accurate and provided in brackets as follows: '[grant number ABX CDXXXXXX]'. An example is given here: 'This work was supported by the National Institutes of Health [P50 CA098252 and CA118790 to R.B.S.R.] and the Alcohol & Education Research Council [HFY GR667789].

REVIEW POLICY

This journal does an initial screening of the articles followed by expert review, the reviewer and author identities are concealed from the reviewers, and vice versa, throughout the review process.

REPRINTS AND PROOFS

Proofs will be sent electronically to the corresponding author as a .PDF file. The author should reply to the proof email with their corrections, and should send either a list of corrections in the email or attach an annotated PDF. Corrections should be limited to typographical errors and corrections should be returned within three days of receipt; otherwise the Editor reserves the right to correct the proofs and to send the material for publication. This is essential if all the material in a given issue is not to be delayed by the late receipt of one corrected proof.

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