

## NATURE AND CULTURE

### INFORMATION FOR CONTRIBUTORS

The Board of Editors welcomes contributions. Authors should submit articles as word attachments by e-mail, formatted as Microsoft Word or Rich Text Format files. Electronic submissions are preferred but mailed contributions will be reviewed. Please note that all correspondence will be transmitted via e-mail. Submissions without complete and properly formatted reference lists may be rejected. Manuscripts that have been accepted for publication but do not conform to the *Nature and Culture* style will be returned to the author for amendment. Articles submitted to this journal will undergo editorial screening and double-blind peer review by at least three external reviewers.

E-mail submissions to the Managing Editor: [nature.culture@ufz.de](mailto:nature.culture@ufz.de)

Further correspondence may be directed to the Editors:

Sing C. Chew

Email: [sing.chew@ufz.de](mailto:sing.chew@ufz.de)

Matthias Gross

Email: [matthias.gross@ufz.de](mailto:matthias.gross@ufz.de)

Mailed submissions will include a PC formatted disk with three hard copies of the article. Send to:

The Managing Editor  
Nature and Culture  
UFZ Centre for Environmental Research  
Department of Urban and Environmental Sociology  
Permoserstr. 15  
04318 Leipzig, Germany

### ARTICLE LENGTH

Research articles should be between 5,000 and 8,000 words, although longer papers may be considered. Contributions for the Perspectives section will be 2,000 to 5,000 words. Reviews Essays must have a minimum of two titles reviewed and be 2,000 to 4,000 words in length.

### FORMATTING

The document must be set at the US letter or A4 paper size standard. The entire document (including the notes and references) should be double-spaced with 1-inch (2.5 cm) margins on all sides. A 12-point standard font such as Times or Times New Roman is required and should be used for all text, including headings, notes, and references. An unusual character or diacritical mark should be flagged, as the character may not translate correctly during typesetting.

### COVER PAGE

The cover page should provide the title of the article, a biographical paragraph (describing academic or professional affiliations, a few key publications, recent or ongoing research projects, and related interests); a complete mailing address; and an e-mail address.

### ABSTRACT/KEYWORDS

The article must include an abstract of 100 to 150 words and 6 to 8 keywords. The abstract should include the research question or puzzle, identify the data, and give some indication of the findings. Keywords will be drawn from the content and not duplicate the article title. Keywords should be presented in alphabetical order, separated by commas.

## **COPYRIGHT/PERMISSIONS**

Contributors are required to submit copyright agreements and all necessary permission letters for reprinting or modifying copyrighted materials. The author is fully responsible for obtaining all permissions. These forms must be on file before the issue goes to press.

## **STYLE GUIDE**

This style guide follows the Berghahn Journals House Style Guide, which is based on the *Chicago Manual of Style (CMS)*, 16th edition.

Please note that the journal uses US punctuation and spelling, following *Merriam-Webster's Collegiate Dictionary* or the *American Heritage College Dictionary*.

Italicize isolated non-English words that do not appear in the standard US dictionary. The word should be italicized on every use.

Spell out words such as "figure," "table," "for example," "percent," "that is," "November," "pounds," and so forth in the text; abbreviations are acceptable in parentheses, footnotes, tables, captions, and so on.

### **Dates, Numbers and Ranges**

Dates should be set day/month/year, with no comma in between the elements, e.g., 26 January 1988. In general, use words for numbers that are less than 10, and numerals for all other numbers. Number ranges should not be abbreviated.

When prepositions are involved, use "from 1924 to 1928" *not* "from 1924–1928," and "between 1924 and 1928" *not* "between 1924–1928."

In general, spell out numbers less than 100, and numerals for all other numbers.

Write out ordinal numbers: first rather than 1st; twenty-ninth rather than 29th. Ordinals can be abbreviated in notes, but superscripts should not be used: 13th, not 13<sup>th</sup>.

## **NOTES/CITATIONS**

Parenthetical notes or comments may be included as endnotes but should be kept short and to a minimum. Note numbers or asterisks should *not* be placed on essay titles, section headings, epigraphs, or the contributor's name.

In-text citations should follow the author-date system, with the full documentation given only in the reference list.

Any acknowledgments should be placed under a separate heading at the end of the article.

### **Author-Date Examples**

(Smith 1987; Pickett and White 1985)  
Jones's research (1977, 1979a, 1979b)  
(Kant n.d.; McGinnis forthcoming)

SINGLE AUTHOR WITH MULTIPLE SOURCES  
(Smith 1993: 63; 1998: 124–169; 2001: 104)

THREE OR MORE AUTHORS  
(Jones et al. 2001)

AUTHORS WITH SAME LAST NAME  
(D. Smith 1981; G. Smith 1999)

## REFERENCES

**Note: Do not place the reference list in the notes section of documents. The reference list must be placed after the main text of the article. The typesetter will place it where it should appear in the final print formatting.**

Every author mentioned in the reference list must be cited in the main text or notes, and every author cited in the main text and notes must be listed in the reference list.

It is preferred that the authors' first names be given in full, rather than using first-name initials.

For multiple listings under an author's name, list the oldest publication first, followed by the next most recent publications, in chronological order.

For multiple listings under an author's name, the journal style no longer uses long dashes to signify the author's name on subsequent mentions. Instead, the entire name is repeated.

## Reference Examples

### Book

Chew, Sing C. 2001. *World Ecological Degradation: Accumulation, Urbanization, and Deforestation 3000 B.C.-A.D. 2000*. Walnut Creek: Altamira Press.

Chew, Sing C. 2008. *Ecological Futures: What History Can Tell Us. Vol. 3*. Walnut Creek, CA: Altamira Press.

### Two authors (use comma to separate):

Oreskes, Naomi, and Eric M. Conway. 2010. *Merchants of Doubt: How a Handful of Scientists Obscured the Truth on Issues from Tobacco Smoke to Global Warming*. London: Bloomsbury.

### Chapter/essay in a book (note placement of page numbers and editors):

Funtowicz, Silvio O. 2006. "Why Knowledge Assessment?" in *Interfaces between Science and Society*, ed. Ângela Guimarães Pereira, Sofia Guedes Vaz, and Sylvia Tognetti, pp. 138–145. Sheffield, UK: Green Leaf Publishing.

### Article in a journal (include doi when available):

Risbey, James S. 2008. "The New Climate Discourse: Alarmist or Alarming?" *Global Environmental Change* 18(1): 26–37, 10.1016/j.gloenvcha.2007.06.003.

**Translations:**

Cortázar, Julio. 1969. *Cronopios and Famas*. Trans. Paul Blackburn. New York: Random House.

**Translated titles:**

Toiviainen, Sakari. 2009. *Kadonnutta paratiisia etsimässä: Markku Lehmuskallion ja Anastasia Lapsuin elokuvat* [Searching for paradise lost: The films of Markku Lehmuskallio and Anastasia Lapsui]. Helsinki: Suomalaisen Kirjallisuuden Seura.

**Article in a newspaper or popular magazine:**

Michaels, David. 2005. "Doubt Is Their Product: Industry Groups Are Fighting Government Regulation by Fomenting Scientific Uncertainty." *Scientific American* 292 (6): 96–101.

**Dissertation:**

Van der Sluijs, Jeroen P. 1997. "Anchoring amid Uncertainty: On the Management of Uncertainties in Risk Assessment of Anthropogenic Climate Change." PhD Diss., Utrecht University.

**Materials in Archives:**

Egmont Manuscripts. n.d. Phillips Collection. University of Georgia Library, Athens.

**Organization as authoring agent:**

Intergovernmental Panel on Climate Change (IPCC). 1990. *Climate Change: Scientific Assessment. Contribution of Working Group I to the First Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge, UK: Cambridge University Press.

**Internet/World Wide Web sites:**

Brainard, Curtis. 2010. "Mediaphobia at the IPCC." *The Observatory*. 12 July. [http://www.cjr.org/the\\_observatory/mediaphobia\\_at\\_the\\_ipcc.php?page=all&print=true](http://www.cjr.org/the_observatory/mediaphobia_at_the_ipcc.php?page=all&print=true) (accessed 1 December 2011).

**Blog Entry:**

Wylie, Ian. 2010. "UN Climate Chief Jabs Back at Allegations of Financial Impropriety—but Fails to Land a Blow." *The Guardian Environment Blog*. 20 January. <http://www.guardian.co.uk/environment/blog/2010/jan/20/pachauri-personal-attacks> (accessed 20 September 2011).

**ARTWORK**

For optimal reproduction, figures or photos should be submitted as TIFF (resolution at 300 dpi), high-quality JPEG, or EPS (800 dpi), black and white, with all fonts embedded. Additionally, all images should be approximately 4" x 4" inches at the resolution indicated. Tables should be made and submitted in MSWord or rtf.

All figures (photos, graphs, maps) and tables should be in separate files; only placement indicators and captions should be included in the articles themselves. Figures and tables should be numbered consecutively.

Authors are expected to obtain permission to reproduce copyrighted materials (e.g. photographs) used in their article.

## TEXT PREPARATION AND CHECKLIST

- All text, including headings, sub-headings, notes, and references, is set in a standard 12-point type, such as Times or Times New Roman, and is double-spaced with a 1-inch margin on all sides.
- US spelling is used throughout and a spellcheck has been performed.
- The abstract is limited to no more than 150 words with eight keywords. Keywords should be listed in alphabetical order and separated by commas. Only proper names should be capitalized.
- The abstract is a summary or overview of the entire article and does not duplicate verbatim sections of the main text.
- Different levels of headings are indicated by varying the type face. Use bold type for an A head (a main text heading), bold italic for a B head (a first-level sub-heading), and non-bold italic for a C head. All headings should be set flush left.
- Headings and sub-headings should not be numbered.
- Contributions are referred to as articles (not essays or papers).
- As a general rule, spell out whole numbers from zero through one hundred.
- Foreign-language words that are not common in US usage are italicized on every instance.
- Double quotation marks are used for all quotations and terms, except for quotes or terms within quotes.
- Number ranges are always non-abbreviated: 1979–1999; 249–381.
- Superscript note reference numbers and/or asterisks are not placed on essay titles, headings, epigraphs, or the contributor's name.
- URLs are not located in the main text when used in a bibliographical sense (although names such as Amazon.com are acceptable). Any URLs have been relocated to endnotes or the reference list.
- Any URLs listed in the reference list have any active hyperlinks removed so that the text is not colored and underlined.
- Every author mentioned in the reference list is cited in the main text or notes, and every author cited in the main text and notes is listed in the reference list.