

## ***BIODIVERS Contributors' Guide***

### **GUIDELINES FOR CONTRIBUTORS**

BIODIVERS is a scientific publication of the Southeast Asian Ministers of Education Organization (SEAMEO) Southeast Asian Regional Center for Tropical Biology (BIOTROP). As a popular scientific media publication, the magazine is designed to raise awareness and literacy on latest issues on saving tropical biodiversity from the “Mountain to the Ocean” (MOTO). Thus, this magazine is a media for publication and promotion of the research results, capacity building for SEAMEO BIOTROP researchers and other writers, nationally and internationally. The scope of BIODIVERS articles covers the current thrusts of the center, namely, (1) Ecosystem Restoration and Conservation, (2) Sustainable Use Biodiversity, Bioenergy, Biotechnology, Food Security, and (3) Ecosystem Resilience in the face of global climate change.

Articles in BIODIVERS consist of research results, reviews on specific topics, and short communication in which significant advances in knowledge are briefly announced.

### **ARTICLE SUBMISSION**

All academicians, researchers, and practitioners are invited to submit popular scientific articles to BIODIVERS SEAMEO BIOTROP Magazine. The Articles can be sent through email to **biodivers@biotrop.seameo.id**, in Microsoft word format. The article is typed 1 spaced on A4 paper, Times New Roman font 10. The main article consists of 1500-2500 words, while the supporting articles consist of 1500 words.

The submission of an article implies that it has not been submitted to other media and that, if accepted, will not be published elsewhere. All articles submitted for publication in BIODIVERS are evaluated by subject matter experts and will go through editorial revisions. BIODIVERS uses anonymous reviewing, in which the identities of contributors and reviewers are kept confidential. All forms of plagiarism will be processed in accordance with the existing national and international legislation on publication and violations thereof are at the contributor's risk.

## **PREPARATION**

### **Overview of BIODIVERS Article**

Article submitted to BIODIVERS must follow the article structure. The article structure consist of:

- Title (Max. 14 words)
- Abstract (Max. 80 words)
- Introduction (Max. 300 words)
- Methods
- Results and Discussion:
  - Key issues at multiple scales (eg, national and international)
  - Problem solving (eg contribution of indicators, methods, tools/instruments, actions)
- Conclusion:
  - Key outcomes or potential benefits (e.g., available tools, data, maps, simulations, prototypes)
- Acknowledgement
- Supplementary Material (Optional)
- References

### **Title**

The author/s should:

- provide the title of the article, maximum of 14 words
- list the full names, institutional addresses, email addresses, and contact numbers for all contributors
- indicate the corresponding contributor
- indicate a running title

### **Structure for the institutional address of contributors:**

- for university:

name of department/study program, name of faculty, name of the university, city with postal code country

- for institution:

name of center/division/laboratory, name of institution, city with postal code country

## **References**

References cited in the text should be presented according to the APA style (*American Psychological Association*). The list of References should be given at the end of the paper. **The references cited from journals should be preferably within the past five years but not more than ten years.**

## **Preparing illustrations and figures**

Illustrations should be embedded in the text file for clarity purposes. However, we also require contributors to submit separate JPEG files of the illustrations and figures with a minimum size of 3 MB as a supplementary file.

**The graph should not contain gridlines.**

**All figures and tables should be embedded in the text, not being placed after the references section.**

## **Figure legends**

The legends should be included in the main article text file at the end of the document, rather than being a part of the figure file. For each figure, the following information should be provided: Figure number (in sequence, using Arabic numerals - i.e. Figure 1, 2, 3 etc.); short title of figure (maximum 15 words).