



## GUIDELINES FOR CONTRIBUTORS

*The Wildlife Professional* publishes contributed articles that present contemporary information on the practice of wildlife conservation and management and the wildlife profession.

### Article Submissions

We accept submissions in 10 categories that reflect the broad range of activities and concerns of wildlife professionals.

- Commentary
- Conservation
- Education
- Ethics in Practice
- Health and Disease
- Human-Wildlife Connection
- Law and Policy
- Research and Practice
- Professional Development
- Tools and Technology

### Style

*The Wildlife Professional* is a hybrid of scholarly and magazine-style writing. Articles should present sound, scientific information along with well-supported facts, but in a reader-friendly, news magazine style rather than the scholarly style used in peer-reviewed scientific journals. Authors of contributed articles should convey information in a way that is understandable and accessible to readers who are not experts in the topic. Authors also should use the first person singular (I) or plural (we) to relate the information. *Quoting or paraphrasing other individuals is not allowed in contributed articles.* When appropriate, authors should include references to peer-reviewed or related documents that support the article's content; however, references should be kept to a minimum.

### Authors

*The Wildlife Professional* allows up to five authors per article. When two or more authors submit an article, one author must be designated as the corresponding or lead author. *Only this author will receive communications from the magazine's editors.* By submitting an article, the lead author accepts responsibility for obtaining agreement from all individuals listed as co-authors, consolidating input from the co-authors on revisions and gaining approval of all co-authors on any changes or revisions to the submitted article.

### Content

By submitting an article, all authors implicitly warrant that the article contains original content that has not been published in any other form — including other magazines, newsletters or on a website — and that the article does not violate any copyright restrictions. Some exceptions may be acceptable, but any previous publications of the content should be brought the attention of the editor-in-chief.

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In addition, all authors implicitly warrant that the information presented in their article is true and accurately conveys the facts. Articles of a commercial nature or that promote an organization's advocacy agenda are generally not accepted for publication. Authors should be free of any conflicts of interest concerning the article's content.

### **Copyright**

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### **Word and Image Limits**

Authors should aim to write concise, informative articles that include visually interesting images supporting the text. *Commentaries should not exceed the three-page limit.*

Below is some general guidance regarding word count and number of images as they relate to number of pages in the magazine.

- **Two-Page Article:** 800–1,000 words and one or two images
- **Three-Page Article:** 1,100–1,600 words and two or three images
- **Four-Page Article:** 1,800–2,200 words and four or five images

**IMPORTANT:** The word count *excludes* the image captions.

### **Image Specifications**

Photographs and maps enhance the information described in the article. Preferred images include wildlife professionals at work indoors or in the field. Wildlife, landscape or habitat images and maps also are encouraged. *In general, articles should include no more than one chart or map.* All images must have a credit or courtesy attribution. Authors must have permission to use all images unless they are in the free domain. Authors are responsible for obtaining permission from the publisher or other source for any image that they do not own and for supplying appropriate documentation with their submission. Be sure to name all image files clearly to correspond to the captions.

**Required format: High-resolution JPEG file.** High-resolution JPEG files must meet or exceed the following specifications:

- **Images:** 300-dpi resolution, 2250-pixels wide x 1350-pixels tall.
- **Headshot:** 300-dpi resolution, 300-pixels wide by 330-pixels tall

**IMPORTANT:** Submit images as separate JPEG files. Do not embed images in the text.

**NOTE:** To check an image's pixel dimensions in Windows, hold the pointer over an image file icon, but do not click. The pixel dimensions will appear on the screen. Alternatively, open the file in any image viewing program and check "Image Size." In Photoshop, go to "Image→Resize→Image Size."

## Captions

Include the image captions at the end of the article, not in a separate file. Captions should be informative — *who, what, when and where* — and include a credit or courtesy line. Be sure to number the images and captions.

### Examples

#### Image 1

Rattlesnake Creek rushes through its namesake mountains near Missoula, Mont., where researchers with the National Genomics Center for Wildlife and Fish Conservation have been collecting eDNA samples from water, soil, air and other sources to monitor a range of wildlife in the ecosystem.

Credit: Michael K. Schwartz/USFS

#### Image 2

A beaver appears on a line of ice in Rattlesnake Creek, leaving behind DNA in the water. Researchers can detect the beaver's presence by carefully designing water sampling techniques and using taxon-specific genomic analyses in the laboratory.

Credit: John Deer

## References

Include references to peer-reviewed and/or related literature when appropriate to support the article's content; however, a good rule-of-thumb is to limit the number to no more than five for a two-page article, 10 for a three-page article and 15 for a four-page article. Include all references in the text with a hyperlink as shown below.

### Examples

- Journal articles: ([Watts 2015](#)), ([Pilliod and Scherer 2015](#)) and ([Robinson, et al. 2014](#))
- Popular press articles: ([New York Times 2007](#))
- Websites: ([www.wildlife.org](#))
- Personal communication (Ronald White)

## Author Bios and Headshots

Include the following biographic information at the end of the article:

### Brief Bios

*Each* author's full name, degree, certification, professional position, institutional affiliation and any current positions held with The Wildlife Society

**Example:** Jane Smith, PhD, is associate professor of wildlife genetics at the University of Wisconsin-Milwaukee and president-elect of TWS' Molecular Ecology the Working Group.

### Headshots

**For three authors or less:** Submit a headshot of *each* author.

**For four and five authors:** Submit a headshot of the *first* author.

**NOTE:** Images must be at least 300-pixels wide by 330-pixels tall. Color images only.

**IMPORTANT:** Please send images as separate files. Do not embed images in the text.

## **Miscellaneous**

Due to space limitations, acknowledgements are not allowed. Short disclaimers may be included.

## **Review**

Articles submitted for publication are reviewed by *The Wildlife Professional* Editorial Advisory Board and other experts to ensure completeness, timeliness, relevance and acceptability for publication. However, the authors have final responsibility for the accuracy of the article's content.

The lead author will be notified regarding the outcome of the review within approximately four weeks of submission. Authors may be asked to revise an article's content or presentation before publication.

*The Wildlife Professional* editorial staff copy edits articles in accordance with the magazine's style, which is based on the writing standards of the Associated Press. *Authors review the revised article for accuracy before publication.* Staff editors work with authors to resolve grammar and style questions; however, the editors have the final decision on such matters. The lead author will be asked to review a pdf of the final article as it will appear in the magazine. Only minor corrections are allowed at this stage.

## **Publication**

Accepted articles are scheduled for publication at the discretion of the *The Wildlife Professional's* editor-in-chief. Authors will be notified of the publication date when it has been determined. In some cases, publication may be delayed based on space considerations.

## **How to Submit**

Authors should submit the following files to Dana Kobilinsky, Managing Editor  
[dkobilinsky@wildlife.org](mailto:dkobilinsky@wildlife.org)

Include the following:

- A Word file of the article containing author bios and image captions
- JPEG files of images and author headshots
- JPEG files of charts, maps, etc.

## **Questions**

Please contact Dana Kobilinsky, Managing Editor.

Phone: 301-968-1906

Email: [dkobilinsky@wildlife.org](mailto:dkobilinsky@wildlife.org)