

Palaeartic Grasslands

- Journal of the Eurasian Dry Grassland Group -

Author Guidelines

v.10, February 2022

Scope and outline

Palaeartic Grasslands (formerly published under the title *Bulletin of the Eurasian Dry Grassland Group*) is the **diamond open access journal** of the EDGG, published four times per year, normally in February, May, August and November. *Palaeartic Grasslands* is a novel **hybrid of member newsletter, photo magazine and peer-reviewed scientific journal**. Contributions from EDGG members dealing with **any aspect of natural and semi-natural grasslands and related communities of the Palaeartic realm** are welcome: plants – animals – fungi – microbia – soils – taxonomy – phylogeography – ecophysiology – population biology – species' interactions – vegetation ecology – syntaxonomy – landscape ecology – biodiversity – land use history – agriculture – nature conservation – restoration – environmental policy – environmental legislation – environmental education.

Benefits of publishing in *Palaeartic Grasslands*

- Open access and full colour publication free of charges.
- Free linguistic editing of accepted manuscripts.
- Digital object identifier (DOI) provided for scientific articles and other longer items.
- Wide audience (all > 1300 EDGG are notified of new issues automatically; additionally the issue is freely available from the EDGG website).
- Advertisement of new issues (and potentially individual articles) in the journal blog of the IAVS (vegsciblog.org).
- Specifically for scientific articles: Fast editorial peer-review that aims at improving all submitted manuscripts instead of selecting only the best ones for publication.

Types of contributions in *Palaeartic Grasslands*

Given the hybrid character of the journal, *Palaeartic Grasslands* welcomes a wide range of different contributions:

- News
- EDGG Event
- EDGG Publication
- Announcement
- Scientific articles in five categories
 - Research Article
 - Methods in Grassland Ecology
 - Review
 - Forum Article
 - Scientific Report
- Photo Competition
- Photo Story
- A Glimpse of a Grassland
- Short Contribution
- Book Review
- Recent Publications of our Members
- Forthcoming Event
- Photos for general illustrative purposes

Please be aware that some aspects of the Author Guidelines and procedures apply to (nearly) all type of contributions, others only to some. Details are explained below under the respective headline.

Submission

Different types of contributions should be submitted to different editors. Please consult the latest issue of *Palaeoartctic Grasslands* (p. 2) or the EDGG website to find out the correct addressees of your contribution prior to submission. Generally, submissions need to follow the specifications of these Author Guidelines carefully and might be returned if not. They should consist of a single Word file with the figures and tables integrated (at separate pages at the end or approximately in the places where they should appear, but please do not make any attempts to “simulate” the layout of *Palaeoartctic Grasslands* (except for Photo Stories, see below). Additionally, you need to submit all photos as separate files in sufficient resolution.

Submission deadlines to the four annuals issues for any kind of contribution other than scientific articles are 31 January, 30 April, 31 July and 31 October. Scientific articles can be submitted anytime, and they will be published in the subsequent issue after they have been accepted, following one or several rounds of peer review.

Language

Contributions must be written in British English. Manuscripts need to be prepared carefully, including a full spell check with the word processing program. Manuscripts that do not meet these formal requirements will be returned without review. After acceptance, papers of non-native speakers will be linguistically edited by one of our Linguistic Editors.

Article categories “News”, “EDGG Event”, “EDGG Publication” and “Announcement”

“**News**” is for announcements from the *Palaeoartctic Grasslands* Editors and from the EDGG EC and for Corrigenda to former publications in *Palaeoartctic Grasslands*.

“**EDGG Event**” is for calls and reports for/from any EDGG event, such as Eurasian Grassland Conferences, EDGG Field Workshops and Talk Grasslands! lecture series (except Scientific Reports from Field Workshops)

“**EDGG Publication**” is for calls and reports for/from Special Issues, Special Features and edited books of EDGG

“**Announcement**” is for announcements by related organisations, such as IAVS, EVS, other IAVS Working Groups, EFNCP and EDGG-related vegetation-plot databases.

In consequence, submission of articles of these four categories is only possible by representatives of the named bodies.

Scientific articles

Scientific articles are those contributions that are not official announcements of EDGG, its projects or those from related organisations (such contributions are published in the announcement sections of the journal) and are longer than 2 pages in print (contributions up to 2 pages are published as Short Contribution[s]). Also regional/local and/or descriptive studies based on a limited number of observations are welcome, but the length should be justified by the content.

Scientific articles in *Palaeoartctic Grasslands* are subject to **editorial peer review**. This means that after a submission the Receiving Editor will appoint one member of the Editorial Board as **Co-ordinating Editor** of this manuscript. This person will combine reviewer and editor functions. He or she will discuss with the authors the necessary steps needed so that the manuscript reaches the formal and qualitative requirements of *Palaeoartctic Grasslands*. The review process does not aim at selecting the best manuscripts, but at making all submissions good enough for publication if possible. Once the authors have implemented all required improvements, the Co-ordinating Editor will accept the manuscript and forward it to the Chief Editor for production. As a courtesy of *Palaeoartctic Grasslands*, a Linguistic Editor from the Editorial Board will check and improve the English language of all accepted scientific articles as for any other type of manuscripts.

Types of scientific articles

- **Research Article:** Article that is mainly based on own measurements/ recordings/ observations. Usually should have the main sections Introduction – Study area – Methods – Results – Discussion. Typically 5–20 (–30) printed pages.

- **Methods in Grassland Ecology:** Article that proposes a new method relevant in grassland research, tests a method or compares different methods. Main sections are flexible. Typically 3–10 printed pages.
- **Review:** Article that is mainly based on the overarching assessment of measurements/ recordings/ observations that have previously been published in different sources. Main sections are flexible. Typically 5–15 (–20) printed pages.
- **Forum Article:** Article that aims at discussing conceptual, methodological or science-policy issues, including responses to previous articles published in *Palaeoartctic Grasslands*. Main sections are flexible. Typically 3–10 printed pages.
- **Scientific Report:** Article that reports about the start, major advancement or completion of a grassland-related activity or project. May contain some original data, but usually not an in-depth analysis of these. Main sections are flexible. Typically 3–10 (–30) printed pages.

Manuscript structure of scientific article submissions

The manuscript should be organised in a single continuous document, with a title page, followed by the body of text and the figures and tables directly in the text. Always consult a recent issue of *Palaeoartctic Grasslands* for details on format, sequence of headings, citation style and arrangement of the manuscript (<http://www.edgg.org/publications.htm>).

Title page

Type: Indicate to which section and type of article (Research Article, Review, Forum Article, Scientific Report) your manuscript should be assigned.

Title: This should be strongly directed towards attracting the interest of potential readers. The shorter a title, the more citations an article usually attracts.

Author names: In the current format of the journal. Please spell first names out.

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Author addresses: Affiliations, full addresses and e-mails for all authors, e.g.:

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ORCID IDs: Please provide them for all authors who have one. They will be used to hyperlink the author names to the respective ORCID profile.

Body of text

Abstract: Up to 250 words, less for shorter articles; no references.

Keywords: There should be 6–12 singular keywords, including the most important title words, in alphabetical order and separated by semicolons, e.g.:

Agrostis; biodiversity; conservation; gradient analysis; grassland; transect.

Nomenclature: Refer to one (or few) source(s) for unified nomenclature of plant species or vegetation units, unless there are few names and their authors are given in the text, e.g.:

Miller (2001) for vascular plants, except Myers et al. (2003) for *Asteraceae*.

Abbreviations: List and explain any abbreviations that are frequently used in the text, e.g.:

DCA = Detrended Correspondence Analysis; ICPN = International Code of Phytosociological Nomenclature (Weber et al. 2000).

Main text: Up to three levels of unnumbered section headings are possible. Standard sequence of main sections in *Palaeoartctic Grasslands* is Introduction – Study area – Methods – Results – Discussion, but variation of this structure is acceptable when appropriate.

Author contributions: Required for any paper with more than one author, e.g.:

A.B. planned the research, C.T.F. and Z.K. conducted the field sampling, B.C. performed the statistical analyses and led the writing, while all authors critically revised the manuscript.

Acknowledgements: Keep them brief. References to research projects/funds and institutional publication numbers can go here as well as mentioning of individuals who helped but did not make a significant scientific contribution that would warrant authorship.

References: For details, see below.

After publication of a scientific article

Since *Palaeartic Grasslands* is a journal of IAVS, the Official blog of the IAVS journals (<https://vegsciblog.org>) is available to authors of our scientific articles. After your scientific article has been published, you are encouraged to publish a blog entry on vegsciblog to increase the visibility of your article. There are four different options: “Behind the Paper”, Plain Language Summary”, “Video summary” and “Linking to elsewhere”, while you find detailed instructions at <https://vegsciblog.org/author-guidelines/>.

Photo Stories

Photo Stories are contributions with a length of 4–12 (–20) printed pages whose main focus are aesthetic photos on a region or reserve, a grassland taxon or syntaxon or any other grassland-related topic. Additionally, other illustrative elements like maps or drawings are encouraged, but not scientific graphs. The text of Photo Stories should not exceed approximately 0.5–1 pages length when printed. No cited references are allowed, but up to five items in a section “Further Reading”. Unlike in other contributions, authors of Photo Stories should already make an approximate proposal how the photos should be arranged on the individual pages to achieve the best possible effect, including the captions. Photo Stories are mainly evaluated based on the technical and aesthetic quality of the photos and the appeal of the “story”. *Palaeartic Grasslands* reserves the right to decline individual photos or complete Photo Stories if they do not meet our quality standards or longer than justified by the content.

Glimpses of Grasslands

A Glimpse of a Grassland is a two-page contribution intended to present a short story and nice photos of a specific grassland site, e.g. a nature reserve. Glimpses have only one or two authors who have a special relationship to the grassland site presented. The text should be written in a personal style (in the first person) and less “dry” than scientific articles, even a poem would be an option. Please submit the text together with the coordinates of the site (latitude/longitude in decimal degrees + elevation) and 3–8 photos (including captions), one of which should be suited for printing the title across it. No cited references are allowed, but up to two items in a section “Further Reading”.

Short Contributions

Short Contributions are those contributions of 0.25–2 printed pages length that belong not to the initial announcement section of EDGG, its activities and those of closely related organisations. They can contain concise scientific studies or announcement of scientific or conservation activities as well as calls for collaboration. They can be submitted by any member.

Book Reviews

Book Reviews present newly published books on grassland-related topics, on 1–2 pages. They can only be solicited by *Palaeartic Grasslands*'s Book Review Editor. If you would like to write a review of a certain book or you have published a book and would like to see it reviewed in *Palaeartic Grasslands*, please contact the Book Review Editor.

Rules for all text submissions

Author addresses and affiliations

Full affiliations below the title (as given for scientific articles) are only provided for scientific articles and Photo Stories. All other text contributions have the author names at the end, with only town, country and e-mail.

Text

Headings, subheadings, and exceptionally third-level headings should be written in regular font (not in capital letters), and their hierarchy must be clearly indicated. Avoid footnotes.

Units of measurement must follow the International System of Units (SI), e.g. mg m⁻² yr⁻¹. Use words rather than symbols where possible, especially in the title, abstract and keywords, e.g. 'beta' rather than 'β'. One-letter mathematical symbols (*p*, *R*², *z*) are given in italics as are any non-English expressions in the English text (*ad hoc*, *a posteriori*).

Scientific names of taxa of any rank are to be given in italics (*Carex curvula* subsp. *curvula*, *Asteraceae*) and without authorities (the nomenclatural reference(s) should be indicated in the section "Nomenclature" below the Abstract). However, if there are few names in the text the nomenclatural reference is not needed as long as authorities are given after each taxon name at first occurrence. Formal syntaxon names of the Braun-Blanquet approach are also to be given in italics (*Caricetum curvulae*, *Quercus-Fagetum*). Here the authorities and the year of publication should be presented at first mentioning (but not in the title or headings) or in a syntaxonomic overview unless one nomenclatural reference is used and followed throughout the manuscript.

Data, numbers and statistics

Underlying raw data should as far as possible be made available publically. For example, the plot data of vegetation studies should preferentially be stored in a vegetation-plot database that is registered in the Global Index of Vegetation-Plot Databases (GIVD). If plot and other raw data are in such public or semi-public repositories, this should be mentioned in the Methods section.

Numbers with units of measurement must be in digits, e.g. 3.5 g. Numbers in the text of up to ten items (i.e. integers) should be in words, e.g. "ten quadrats", "five sampling times"; above ten in digits, e.g. "11 sampling times". Use '.' (dot) for a decimal separator. Large numbers (≥ 1,000) should be structured with commas into groups of three digits, e.g. 1,500 or 1,000,000, except for years AD.

Values of the same variable (e.g. in a table) should always be given with the same precision (number of decimal places). Numbers should be given with reasonable precision, e.g. *p*-values always with three decimal places, phi-values x 100 always without decimal place, coordinates in WGS-84 decimal degree system with five decimal places (corresponding to 1 m precision).

If you conduct *statistical tests*, please ensure that you always report the following four pieces of relevant information: (i) applied test; (ii) *p*-value (not only the significance level) or equivalent in the information theoretician approach; (iii) direction and size of the effect (e.g. parameter estimates of a regression) and (iv) explained variance of the model (*R*² or equivalent measure).

Citations in the text

Use forms such as: Smith & Jones (2005) or (Smith & Jones 2005); for more than two authors: White et al. (2005); for combinations: (Smith et al. 2005a, 2005b; Jones 2006, 2010). Citations must be chronological by year, except where there is a list of years for the same author(s), e.g. (Zebedee 1950, 1970; Abraham 1960; Smith et al. 1965, 1974; Zebedee et al. 1969). Reference to articles and books should be limited to published work or work in press. Indicate all other material as "unpubl." or "pers. comm." (the latter with date and description of the type of knowledge, e.g. "local farmer"), or web-address (e.g. http://www.greenworld.info/global_redlist; accessed 20 November 2013).

References to computer programs: Computer programs used should be mentioned in the Methods section, e.g. "performed by DoStats (version 6.2, StatProgs Inc., Springfield, NY, US)" or "performed by Partition (version 3.0, www.users.muohio.edu/cristto/partition.htm)".

Note that Photo Stories and Glimpses of Grasslands do not allow citations in the text.

References section

The "References" section (in Photo Stories and Glimpses of Grasslands called "Further reading") can contain only material that is published (including "early online"/"PrePub" publications with a DOI) or is a thesis. For books that have been published as numbered volumes within a series, this fact can be indicated in square brackets after the book title (but without series editors); for technical reports issued by institutions, this fact can be indicated in square brackets after the publishing institution. For details, see examples below.

The list is ordered alphabetically, with several works by the same author(s) (including all works of "Author et al.", irrespective whether the co-authors are the same) being arranged in chronological order. For references with up to eleven authors, all authors are listed. If there are twelve or more authors, only the first nine and the last one are listed, while the others are replaced by "(...) &". Use the formats given below for the different reference types:

Weber, H.E., Moravec, J. & Theurillat, J.-P. 2000. International Code of Phytosociological Nomenclature. 3rd edition. *Journal of Vegetation Science* 11: 739–768.

López-Sáez, J.A., Alba-Sánchez, F., Sánchez-Mata, D., Abel-Schaad, D., Gavilán, R.G. & Pérez-Díaz, S. in press. A palynological approach to the study of *Quercus pyrenaica* forest communities in the Spanish Central System. *Phytocoenologia*. DOI: 10.1127/0340-269X/2014/0044-0572.

Blackburn, T.M., Essl, F., Evans, T., Hulme, P.E., Jeschke, J.M., Kühn, I., Kumschick, S., Marková, Z., Mrugała, A., (...) & Bacher, S. 2014. A unified classification of alien species based on the magnitude of their environmental impacts. *PLoS Biology* 12: e1001850.

Ellenberg, H. & Leuschner, C. 2010. *Vegetation Mitteleuropas mit den Alpen in ökologischer, dynamischer und historischer Sicht*. 6th ed. Ulmer, Stuttgart, DE.

Whittaker, R.H. 1969. Evolution of diversity in plant communities. In: Woodwell, G.M. & Smith, H.N. (eds.) *Stability and diversity in ecological systems*, pp. 178–196. Brookhaven National Laboratory, Brookhaven, NY, US.

Whittaker, R.H. 1973. Approaches to classifying vegetation. In: Whittaker, R.H. (ed.) *Ordination and classification of communities* [Handbook of vegetation science 5], pp. 323–354. Junk, The Hague, NL.

Rodwell, J.S., Schaminée, J.H.J., Mucina, L., Pignatti, S., Dring, J. & Moss, D. 2002. *The diversity of European vegetation – An overview of phytosociological alliances and their relationships to EUNIS habitats*. National Reference Centre for Agriculture, Nature and Fisheries [Report no. EC-LNV 2002(054)], Wageningen, NL.

Wallin, G. 1973. *Lövskogsvegetation i Sjuhäradsbygden [Deciduous woodlands in Sjuhäradsbygden]*. Ph.D. thesis, Uppsala University, Uppsala, SE.

Euro+Med 2015. *The Euro+Med PlantBase - the information resource for Euro-Mediterranean plant diversity*. URL: <http://www2.bgbm.org/EuroPlusMed/> [accessed 7 December 2015].

Oksanen, J., Blanchet, F.G., Kindt, R., Legendre, P., Minchin, P.R., O'Hara, R.B., Simpson, G.L., Solymos, P., Stevens, M.H.H. & Wagner, H. 2015. *vegan: Community Ecology Package. R package version 2.3-2*. URL: <http://cran.r-project.org/package=vegan> [accessed 7 December 2015].

References in other languages than English

1. References in languages that use the Latin alphabet are cited in the original language. For languages other than French, German or Spanish, titles of papers, book chapters or books should be followed by an English translation in square brackets. Titles of the journals or books in the citations of book chapters are not translated. Example:

Mucina, L. 1985. Používat' či nepoužívat' Ellenbergove indikačné hodnoty? [To use or not to use Ellenberg's indicator values?]. *Biológia* 40: 511–516.

2. References in Cyrillic and Greek alphabets are cited in the original language but transliterated to Latin alphabet (see principles of transliteration from the various languages using Cyrillic letters). Titles of papers, book chapters or books should be followed by an English translation in square brackets. Titles of the journals or books in the citations of book chapters are not translated. At the end of the citation, the original language is indicated in square brackets. Example:

Kholod, S.S. 2007. Klassifikatsiya rastitel'nosti ostrova Vrangelya [Classification of Wrangel Island vegetation]. *Rastitel'nost' Rossii* 11: 3–15. [In Russian]

3. References in languages that use other alphabets than Latin, Cyrillic and Greek: Titles of papers/chapters/books including book titles in the citations of chapters and also the titles of the journals are translated to English. At the end of the citation, the original language is indicated in square brackets. Example:

Chiu, C.-A., Lin, H.-C., Liao, M.-C., Tseng, Y.-H., Ou, C.-H., Lu, K.-C. & Tzeng, H.-Y. 2008. A physiognomic classification scheme of potential vegetation of Taiwan. *Quarterly Journal of Forest Research* 30: 89–112. [In Chinese]

Tables

Numerical results should be presented as either tables or figures, but not both. Table legends should be on the same page as the table to which they refer. The legend should contain sufficient information for the table to be understood without reference to the text of the paper. The first sentence of the legend should comprise a short title for the table. Units should appear in parentheses in the column headings, not in the body of the table. Vertical lines should be avoided. If some part of the table needs to be highlighted (e.g. groups of important species), use background shading (not framing or boldface).

All cells with numeric values must be aligned at the decimal separator. For large tables with many empty cells, fill the empty cells with dots to facilitate reading. Tables should be planned in a way that they fit onto the size of the journal pages in readable size.

Synoptic vegetation tables need to contain as primary information percentage constancy. Constancy classes (I, II,...) are not admissible. Phi-values ($\times 100$, without decimal place) can be provided as secondary information.

Figures

Figures in the submitted manuscript should be supplied at the size at which they are intended to be printed: either one-column or full-page width. Figure legends should be included within the manuscript text file on the same page as the figure to which they refer. The legend should contain sufficient information for the figure to be understood without reference to the text of the paper. The first sentence of the legend should comprise a short title for the figure. The definitions of symbols and lines should be given as a visual key on the figure itself, not as a word key (e.g. 'solid bars', 'open circle', 'dashed line') in the legend. Sub-graphs within one figure should be headed with a lowercase letter and a brief heading. Wherever space allows, full labels instead of abbreviations should be used in the figures. Scale bars should be given on microphotographs and maps. Use a sans-serif font for figure labels, such as Arial or Helvetica. If possible, make use of the colour option of *Palaeartic Grasslands*. Colour photographs illustrating the study objects are particularly encouraged and can be arranged in full-page plates (please discuss options with the Chief Editor, if you are planning this).

After acceptance, all photos and other figures need to be provided as separate graphic files to the Chief Editor as figures that are embedded in the text file are useful for the review process but cannot be used for typesetting.

Photo submissions (independent and as part of articles)

Palaeartic Grasslands welcomes aesthetic photos of good technical quality of grassland animals, grassland plants, grassland plant communities, grassland landscapes and any other grassland related topic for (a) **general illustrative purposes** (including the cover photo) and (b) for **Photo Competitions** on specific themes (always announced in one *Palaeartic Grasslands* issue for the next *Palaeartic Grasslands* issue). Photos for general illustrative purposes can be submitted any time and might also be used on the EDGG website, while photos for the Photo Competitions have to be submitted by the given deadline and will then be evaluated by an ad hoc jury established by the Photo Editor.

For any photo (whether submitted as independent contribution or as part of another contribution), the photographer, the place, country and the scientific name of taxa shown must be given. Be aware that the selected photos will be published open access with a CC-BY licence. For photos showing plant communities, we recommend to contribute them also to the Global Vegetation Project (GVP), with which we are partnering: <http://gveg.wyobiodiversity.org/>.

Contributions to “Recent Publications of our Members”

All EDGG members are welcome to submit their recent grassland-related publications to the responsible *Palaeartic Grasslands* Editor for mentioning in this section. If the publication is open access, please also provide an URL, such as the DOI. The co-author(s) who provided the reference will be highlighted and given with their E-mail address.

Contributions to “Forthcoming Events”

We welcome information on forthcoming conferences and other events that might be relevant to EDGG members. Please provide them to the responsible Editor, including the following information: Number and name of the event, date, place & country, URL of website, possibly the registration deadline.