

Guidelines to authors

1. Introduction

Journal of the National Aquatic Resources Research and Development Agency is the official journal of the National Aquatic Resources Research and Development Agency (NARA). This journal is a continuation of the publication of the “Bulletin of the Fisheries Research Station, Sri Lanka”, which was first published in 1950 under the Ministry of Fisheries. All articles published in the Journal will be peer reviewed by at least two experts in the relevant field.

2. Scope of the Journal

Manuscripts submitted as papers reporting results of original research, review articles or short communications, brief technical notes, news & announcements, pertaining either directly or indirectly to living & non living aquatic resources their utilization and management will be considered for publication in the journal. This covers a wide range of aspects including marine and inland fisheries, marine biology, post harvest technology, aquaculture, aquatic plants, ornamental fish, wetlands, conservation and management of aquatic environment, oceanography, hydrography, socioeconomic and marketing aspects related to fisheries and aquatic resources.

3. Frequency of publication

Journal of the National Aquatic Resources Research and Development Agency is a bi-annual publication with two issues per volume published in the months of June and December each year.

4. Submission of manuscripts

The manuscripts should be submitted in triplicate, including illustrations, on or before 15th February and 15th August of each year to reach the Editor-in-Chief:

The Editor-in-Chief,
NARA Journal,
NARA,
Crow Island,
Colombo 15, Sri Lanka
Email: editor.nara@gmail.com

5. Preparation of manuscripts

The Journal will accept manuscripts in soft copy form or electronic form in MS Word format together with three hard copies. A translation of the abstract to one of the national languages (Sinhala or Tamil) should accompany the manuscript. Submission of the translated copy of the entire manuscript is encouraged and an honorarium payment for translation will be considered.

Presentation of Script

- Manuscripts should be free of grammatical and typographical errors
- Typewritten on one side of A4 size paper, leaving at least 2.5 cm margins on right and left side, and 4.0 cm at the top and bottom of the page.
- Use Font size 12 (Times New Roman).
- Double space the manuscript throughout, including references, Tables and Figure legends.
- All pages including Tables and Figures should be numbered consecutively in the upper right hand corner.

Length and Style

- The paper should be written clearly and concisely. The style of writing should conform to UK English.
- Slang, jargon, unauthorized abbreviations and abbreviated phrasings should be avoided. In general, the impersonal form should not be used.
- Research papers must not exceed 20 manuscript pages including Abstract, Text, Tables and Figures.
- Short communications must not exceed 8 manuscript pages, must have an abstract but may omit the major usual headings of full papers.
- Review articles must not exceed 40 manuscript pages and must have an abstract.

Layout of the manuscript

Manuscripts should generally be organized as follows: Title page, Abstract, Keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgements and References. (Note: Authors may opt to amalgamate Results and Discussion and Conclusions can be given as a sub-heading under Discussion.)

Title page

Title must be concise & identify the specific subject of the paper. Title page must contain the full title, the affiliation, the full address(es) of the author(s), the name, telephone & fax numbers and E-mail address of the author who will be responsible for correspondence & correction of proof. Where there is more than one author's address, add a superscript following each author's name and corresponding numeral preceding each address.

Abstract

An abstract of not more than 300 words providing a summary of the article should accompany the manuscript. It should outline objectives and methodology together with important results and conclusions. The abstract should not contain any references and it must be able to stand on its own without reference to the main text.

Keywords

Up to five key words that could be used for indexing should be provided. Words that are used as subject headings in indexing journals are preferred.

Introduction

This should include the specific problem/s addressed, relevant previous work, aim and scope of the study and hypothesis tested.

Materials and Methods

The methods used should be described clearly and in detail to allow repetition. New methods may be described in detail with an indication of their limitations. Established methods can be mentioned with appropriate references. Statistical analyses done should be mentioned where applicable.

Results

The results should be presented adequately and logically. Repetition of the same results in figures, tables or text should be avoided.

Discussion

The discussion should clearly interpret the results and should logically relate new findings to earlier ones. Statements and conclusions not completely supported by data should be avoided. Arguments should be cohesive. Contradictory statements should be avoided.

Conclusions

The main conclusions of the study may be presented in a short conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Acknowledgements

Acknowledgements should be made for contributors of expertise and funds but not for routine help in preparing manuscripts. Assistance for collation/collection of data may also be acknowledged. If a significant part of the research was performed in an institution other than in those indicated by the authors' affiliations given in the title page, this fact should be acknowledged.

Illustrations and Tables

Illustrations should not be inserted in the text of the manuscript but supplied separately. All illustrations are considered as figures, and each graph, drawing or photograph should be numbered in sequence. Figures should be planned to fit the proportions of the printed page size of the journal (12 x 17 cm). They should be professionally prepared & submitted in a form suitable for reproduction (i.e. as camera ready copy or in digital form). The approximate position for each figure/ table should be indicated in the margin of the text. Copyright permission must be obtained for material copied from other publications.

Figures

Figures must be neat line drawings in black Indian ink or computer generated graphics printed with a good quality laser printer. The figure legends should be typed on a separate paper at the end of the manuscript and not included in the text or under the illustration. Legend should be written so that the general meaning of the figure can be understood without reference to the text. Name of the author and title of paper should be given in pencil at the back of each illustration. The caption of each axis of graphs should be clearly parallel to the axis.

Tables

Tables should be numbered and headed with short titles. They should be typed on separate sheets at the end of the manuscript. Symbols and abbreviations in the lettering should correspond accurately with those in the legend and text.

Photographs

Non-mounted, high quality glossy black and white photographs will be accepted. Magnification should be indicated with a scale line on the photograph. The author's name and figure number should be given on the back of each photograph.

Illustrations and photographs in colour are accepted only very exceptionally and inclusion of such material will be at the discretion of the Editorial Board.

References

- All publications cited in the text should be presented in a list of references and the papers should be arranged alphabetically by family name of the first/principal author.
- The list of references must be placed at the end of the manuscript.
- A Paper submitted by three or more authors should be cited as first/principal author *et al.*, (year).
- Unpublished data and personal communications should not be listed under references but may be mentioned in the text as (Author, pers. comm). Reference to work 'in press' may be listed under references.

Journal

When journal articles are listed, the order should be;

In each reference, the initials of the author must be given after the surname. The year of publication should follow in parentheses and should be followed by the full title of the referred article. The name journal should be given in full italicised and followed by the volume number in bold type, the issue (part) number in parentheses and then the inclusive pages.

e.g.:

Standard article

Fernando, C.H. and Indrasena, W.M. (1998). The freshwater fisheries in Ceylon. *Bulletin of the Fisheries Research Station Ceylon* **20** (1): pp 101-134.

Books

When books are listed, the order should be: author/s, year in parenthesis, title of the book, volume number, edition, pagination/ inclusive pages, publisher and place of publication.

e.g

Books

De Silva, S.S. and Anderson, T.A. (1995). Nutrition and feeding of fish. 1st edn, p 319. Chapman and Hall. London.

When sections of a book are listed, the order should be: author (s) of section, year, title of the section, title of the book, edition, inclusive pages, publisher and place of publication.

e.g.

Smith, I. and Chong, K.C. 1984. Southeast Asian milkfish culture: economic status and prospects. In: Advances in milkfish biology and culture, ed. Juario, J.V. and Ferraris, R.P. and Benitez, L.V., 5th edn, pp 1-20. Island Publishing House, Manila.

Electronic sources

Roshan, Pejman & Leary, Jonathan (2003) Wireless LAN Fundamentals Sebastopol , CA : Cisco Press.

[Available at: <http://proquest.safaribooksonline.com/1587050773>]

References to web-only journals should give authors, article title and journal name as above, followed by url in full - or doi if known - and the year of publication in parentheses.

References to websites should give authors if known, title of cited page, URL in full, and year of posting in parentheses.

Agency publication

Geological Survey and Mines Bureau of Sri Lanka (1995). Geology of the country around Battulu Oya and Puttalam. Geological Survey & Mines Bureau, Colombo.

Nomenclature

Scientific names of plants and animals should be italicized. Complete scientific names

should be given when organisms are first mentioned in the text and in tables, figures and key words. In the first citation genus, species and authority may be given. e.g. *Crangon crangon* (Linnaeus). In subsequent references, the generic name may be abbreviated. e.g. *C. crangon*

Footnotes

Inclusion of footnotes should be avoided and should be included only if they are indispensable.

Abbreviations and Symbols

The Standard International System of units or metric units should be used wherever possible (e.g. meter, gram, second, joule etc.). Use abbreviations of units only beside numerals (e.g. 10 g), otherwise spell out units. If measurements were made in units other than SI, equivalent value in SI units should be given in brackets e.g. 1000 ft (304.3m).

Formulae and Equations

Equations should be typewritten and quadruple spaced. They should be started on the left margin and should be numbered at the right hand end.

Manuscripts will be reviewed prior to acceptance for publication and may be subjected to editorial revision in order to improve presentation. The decision of the Editorial Board on publication is final.

On publication, a PDF file containing the published article will be sent to the corresponding author together with one copy of the issue.

Authors submitting Research articles must furnish a signed statement on authorship responsibility and financial interests in the format given below.

Each author must read and sign the statement of

(1) authorship responsibility;

(2) financial disclosure.

Photocopies of this form may be used for this purpose.

1. Authorship responsibility

I/We certify that I/we have actively participated in the conception, design and execution of this work and the analysis of the data (where applicable) as well as in the writing of the manuscript, to take public responsibility for it.

I/We also certify that the material reported here in represents original work carried out by me/us.

Neither this manuscript nor one with substantially similar content under my/ our authorship has been published or is being considered for publication elsewhere, except as described in an annexure.

I/We also attest that I/we shall produce the original data upon which the manuscript is based for examination by the editors or their assignees should they request it.

2. Financial disclosure

I/We certify that I/we have no affiliation with or financial involvement in any organization or entity with a direct financial interest in the subject matter or materials discussed in the manuscript (e.g. consultancies, employment, honouraria, stock ownership).

Author's signature

I/We hereby jointly and severally take responsibility for authorship of the paper titled submitted for publication in the Journal of the National Aquatic Resources Research and Development Agency of Sri Lanka and, we also certify jointly and severally agreement with the financial disclosure statement shown above.

I/We also indemnify the National Aquatic Resources Research and Development Agency and the Editorial Board of the Journal for any liability arising out of publication of the papers submitted herein.

Author 1: Name:
Designation & Institution:
Signature: **Date:**

Author 2: Name:
Designation & Institution:
Signature: **Date:**

Author 3:

Name:

Designation & Institution:

Signature: Date: