

Apidologie



Instructions for Authors

SCOPE

Apidologie publishes original research articles, reviews and scientific notes on the biology of insects belonging to the superfamily Apoidea (Michener, 1944), the term “biology” being used in the broader sense. The main topics include: behavior, ecology, pollination, genetics, physiology, toxicology and pathology. Systematic research can also be submitted to the extent that it concerns the Apoidea. Also accepted are research papers, including economic studies, on the rearing, exploitation and practical use of Apoidea and their products, as far as they make a clear contribution to the understanding of bee biology. Preference will be given to studies that are hypothesis driven. Papers which are only of descriptive kind and of local interest are not accepted.

TYPES OF ARTICLES

The journal *Apidologie* publishes original articles, review articles, scientific notes and proceedings of scientific meetings..

It is the author's responsibility to ensure that the manuscript is written in appropriate English. Non-English-speaking authors are strongly encouraged to consult a professional proof-reading service prior to submission. The editorial board maintains the option of returning, before evaluation, manuscripts which do not meet the instructions and/or acceptable standards of English.

Original and review articles have an abstract in English.

A- Original articles: they should be no longer than ten pages as a rule, i.e. about 30,000 characters (spaces excluded), including references, tables and figures (see ‘Manuscript structure’ for more information). The number of references should not exceed 60.

B- Review articles: Their length is limited to about 60,000 characters, spaces excluded but all items included (text, references, tables, figures...).

The usual division into ‘materials and methods, results and discussion’ may be replaced by a more adapted structure.

C- Scientific notes: *Apidologie* publishes brief notes to report information and observation **for which replication is not possible or additional data cannot be easily obtained and which**

have an exceptional scientific interest. The authors must justify in the cover letter the appropriateness of presenting their data as a Scientific Note.

The length of such notes will be strictly restricted to 3 printed pages (i.e about 9,000 characters, spaces excluded, if only text and references) and publication will depend on the availability of space in the journal and general interest to readers of. This form is intended to augment scientific communication and is by no means for articles that are not of sufficient rigor to be published as full papers. All submissions must include ‘scientific note’ in the title. Only the title is translated in French and German; there is no Abstract.

D- *Proceedings of scientific meetings*: Summaries of communications are limited to 1700 characters, spaces excluded. They have no chapters, bibliographic references, tables or acknowledgements and are published, online only, by prior arrangement with the Editorial Board.

PEER REVIEW PROCESS

All manuscripts are examined initially by *Apidologie* scientific editors for their appropriateness to the journal. Those which do not match the scope of *Apidologie* or are of insufficient general interest are sent promptly to their authors. Other manuscripts are sent to a minimum of two experts chosen by the handling editor. Reviewers are invited to present their comments and/or suggestions within 4 weeks after getting access to the manuscript.

Reviewers’ comments are sent to the authors without their names to remain anonymous. Final acceptance is a decision of the handling editor and is based on the reviewers’ reports and the editorial board advice.

In case of revision, the authors must indicate in which ways the comments and suggestions were taken into account or why they were not. The corrected version should be returned to the handling editor within 2 months after the decision has been made. After this delay, it will be considered as a new manuscript. Depending on the handling editor’s decision, revised manuscripts may be sent out to reviewers a second time.

SUBMISSION OF MANUSCRIPTS

Please read these instructions carefully before submitting your manuscript: the Editorial Board maintains the option of returning to authors, before the reviewing process, any manuscript not in compliance with these recommendations.

Submission of a paper implies that it reports original unpublished work that it has not been accepted and is not under consideration for publication elsewhere. **All authors must have read and approved the manuscript and the individual contribution of each author should be clearly stated in the article.**

***Apidologie* is now a member of COPE (Committee on Publication Ethics) and so is particularly attached to the ethical aspect of the publication. All the articles submitted to *Apidologie* are systematically checked for potential plagiarism with the iThenticate tool,**

and the Editorial Board may reject any manuscript which would present some unethical issues.

The accepted language is English. The papers (original and review articles) are published with an abstract in English.

How to submit

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Manuscript structure

The manuscript should be submitted in Word and typed in Times 12 double-spaced with margins of at least 3 cm at the top, bottom and sides for editor’s marking. Lines and pages should be numbered.

The manuscripts (original articles) should be arranged as follows: title page, authors’ names and addresses, short title, abstract and keywords, introduction, materials and methods, results, discussion/conclusion; acknowledgements, authors contribution, conflict of interest, references, figures captions, tables, figures.

Tables and figures, with their captions, should not appear in the text, but be placed together in the end of the text.

Please do not use more than three levels of displayed headings

1. Introduction

2. Material and Methods

3. Results

4. Discussion/ Conclusion

Acknowledgements

Title

With no more than 150 characters, spaces excluded (i.e. 3 lines max. on the printed page).

If there are Latin names of plants and animals, please do not mention the name of the author in the title. (This authority needs to appear only once in the article, with the first mention of the taxon in the text)

Authors

First names (in full) and last names of each author.

Address of all authors; detailed address of the corresponding author with his/her mail address.

Short title

No more than 45 characters, including spaces.

Abstract

It should be no more than 850 characters and should contain no paragraphs, footnotes, references, cross-references to figures or tables and undefined abbreviations.

Keywords

Up to five keywords should be supplied, separated by slashes, in bold lowercase letters.

Acknowledgements

Acknowledgements of people, grants, funds, etc. should be placed in a separate section. The names of funding organizations should be written in full.

Authors Contribution:

This information is now mandatory and we require the following kind of format (please use initials to refer to each author's contribution):

"AC, TK and BN conceived this research and designed experiments; JY participated in the design and interpretation of the data; TM performed experiments and analysis; AC and TK wrote the paper and participated in the revisions of it. All authors read and approved the final manuscript."

OR:

"Both (All) authors have contributed equally to the work"

Definition of the authorship:

*An "author" is generally considered to be someone who has made substantive intellectual contributions to a published study. To qualify as an author one should 1) have made substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data; 2) have been involved in drafting the manuscript or revising it critically for important intellectual content; and 3) have given final approval of the version to be published. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Acquisition of funding, collection of data, or general supervision of the research group, alone, does not justify authorship. **All contributors who do not meet the criteria for authorship should be listed in an acknowledgements section.** Examples of those who might be acknowledged include a person who provided purely technical help, writing assistance, or a department chair who provided only general support.*

Conflict of interest

This information is now required and should be provided such as follows:

"The authors declare that they have no potential conflict of interest in relation to the study in this paper"

References

The list of references should only include works that are cited in the text and that have been published or accepted for publication. An author citing a paper 'in press' should either provide a DOI or a proof of acceptance to the editors, otherwise it should be cited as 'unpubl. data'.

Unpublished data or personal communication should not appear in the list but should be cited in the text as ‘unpubl. data’.

Reference list entries should be alphabetized by the last name of the first author of each work. In case of a reference with more than 10 authors, list only the first 5 authors and then ‘et al.’ If an author has several publications, the order is as follows : publications of the single author in chronological order, publications of this senior author with one co-author in chronological order, publications of this author with more than one co-author in chronological order.

The titles of the journals should be abbreviated, with punctuation marks, according to the ISSN List of Title Word Abbreviations (see : www.issn.org/2-22661-LTWA-online.php)

The authors’ initials should be punctuated as well.

Exemples of the layout and punctuation to be used are given below :

Article of a journal :

Burgett, M., Burikam, I. (1985) Number of adult honey bees (Hymenoptera: Apidae) occupying a comb: a standard for estimating colony populations. *J. Econ. Entomol.* **78** (6), 1154-1156

Article by DOI (online journals):

Bevk, D., Kralj J., Cokl, A. (2011) Coumaphos affects food transfer between workers of honeybee *Apis mellifera*. *Apidologie*, DOI:10.1007/s13592-011-0113-x

Book :

Bailey, L., Ball, B. V. (1991) *Honey Bee Pathology*. Academic Press Ltd., London.

Book Chapter :

Henderson, P. J. F. (1992) Statistical analysis of enzyme kinetic data, in: Eienthal, R. and Danson, M. J. (Eds.), *Enzyme assays: a practical approach*. Oxford University Press, Oxford, pp. 277-316

Electronic material:

Agreste, MAAPRAT (2011) Répartition du Territoire. 2009-2010 semi-définitive [online] <http://www.agreste.agriculture.gouv.fr/thematiques/territoire-environnement> (accessed on 05 July 11)

Citation in the text: refer to author(s) and year of publication (Dupont 1956). When there are more than two authors, give the first author’s name followed by ‘et al.’

Miscellaneous points

Abbreviations:

The acronyms and scientific abbreviations should be defined at first mention in the text, except for the common ones (DNA, RFLP, PCR, ANOVA, etc.).

The authors’ initials and the abbreviated titles of the journals should be presented with punctuation marks in the list of references.

Units

Units should be from the International System of Units (SI) (English version available at: <http://www.bipm.org/en/si/>).

For example, hectares and ppm do not belong to the SI and should be changed into m² and mg/kg or µL/L, respectively.

On the SI website you also find the official abbreviation of each unit. For example :

1 h = 60 min = 3600 s and 1 d = 24 h

The official abbreviation of liter is L. We use L to discriminate from 1 (one).

Time is expressed as follows : 1150 h for 11h50 a.m. and 1715 h for 5h15 p.m.

Latin names

The Latin names as well as the authority must be cited in full at the first mention in the text and then the genus abbreviated in the following citations. The authority should not appear in the title or the abstract. Latin genus and species must be italicized.

Varroa

The word should not be used like a common noun (*varroa*) but be replaced either by the Latin binomial (*V. destructor* or *V. jacobsoni*) or by « mites » when the meaning is unequivocal.

Races of honeybees

The honeybee subspecies should be mentioned in Latin *only* if morphometric or genetic proof of the race can be produced. If not, use a circumlocution such as « derived from Carnolian honeybees ». For the sake of accuracy, the terms European-derived and African-derived should be used for studies involving honey bees in the New World in which the origins or racial makeup of the study population needs to be stated.

Geographical coordinates

When the location of the experiment is meaningful, geographic coordinates of the place should be added.

DNA Sequences

Apidologie requires that sequence data generated and used in studies published in the journal be submitted to Genbank prior to publication and the Accession numbers then placed in the manuscript text (or in figures and tables). [<http://www.ncbi.nlm.nih.gov/genbank/submit.html>]

TABLES AND ARTWORKS

Tables

- All tables are to be numbered using **Latin numerals**.
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table caption (title) explaining the components of the table.
- Identify any previously published material by giving the original source in the form of a reference at the end of the table caption.
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

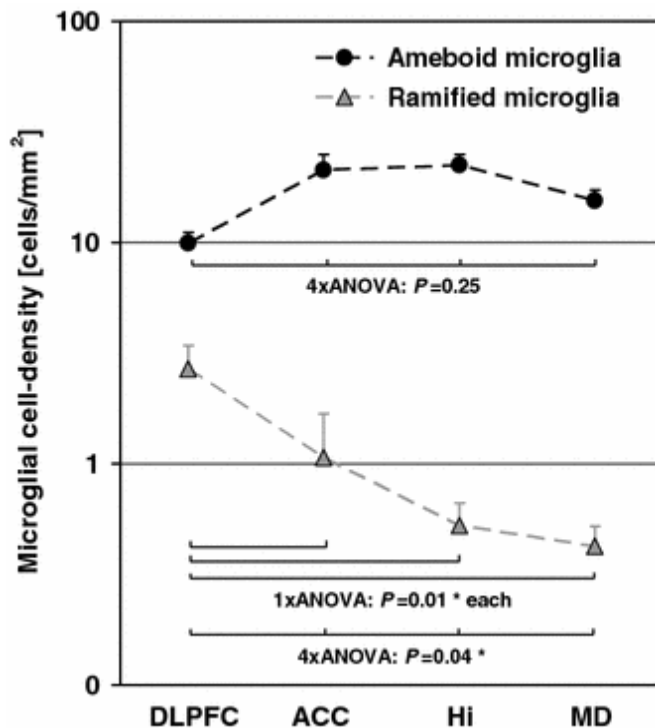
Artwork

For the best quality final product, it is highly recommended that you submit all of your artwork – photographs, line drawings, etc. – in an electronic format. Your art will then be produced to the highest standards with the greatest accuracy to detail. The published work will directly reflect the quality of the artwork provided.

Electronic Figure Submission

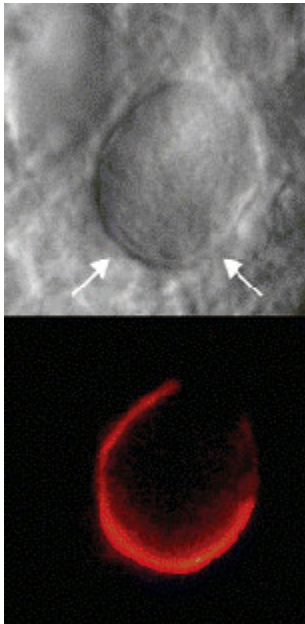
- Supply all figures electronically.
- Indicate what graphics program was used to create the artwork.
- For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MS Office files are also acceptable.
- Vector graphics containing fonts must have the fonts embedded in the files.
- Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

Line Art



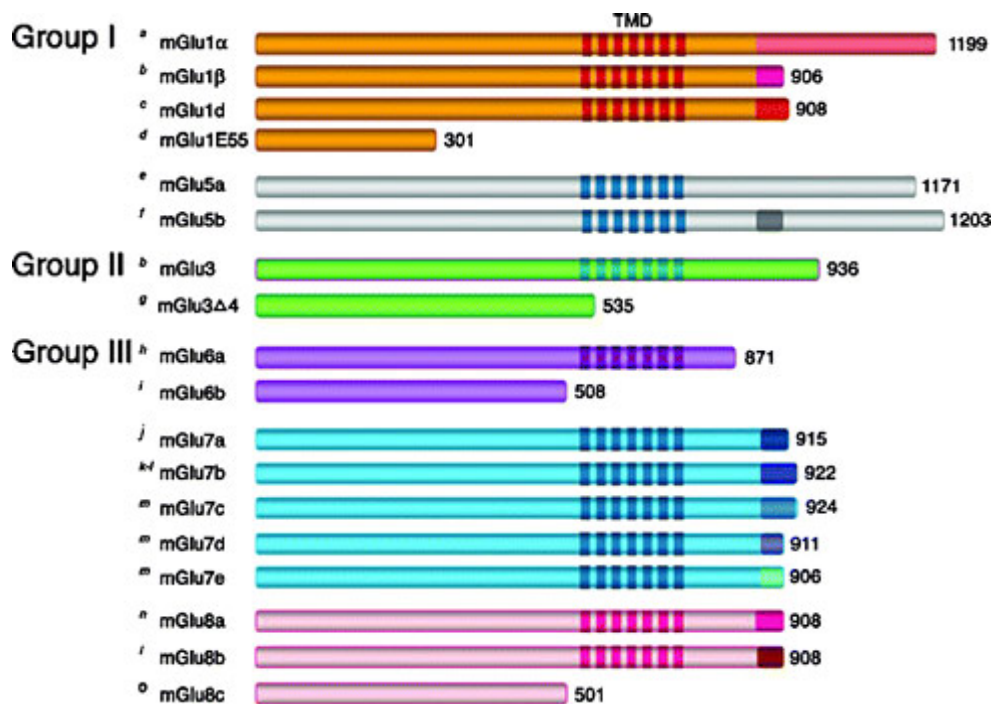
- Definition: Black and white graphic with no shading.
- Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
- All lines should be at least 0.1 mm (0.3 pt) wide.
- Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.
- Vector graphics containing fonts must have the fonts embedded in the files.

Halftone Art



- Definition: Photographs, drawings, or paintings with fine shading, etc.
- If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves.
- Halftones should have a minimum resolution of 300 dpi.

Combination Art



- Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive lettering, color diagrams, etc.
- Combination artwork should have a minimum resolution of 600 dpi.

Color Art

- Color art is free of charge for online publication.
- If black and white will be shown in the print version, make sure that the main information will still be visible. Many colors are not distinguishable from one another when converted to black and white. A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.
- If the figures will be printed in black and white, do not refer to color in the captions.
- Color illustrations should be submitted as RGB (8 bits per channel).

Figure Lettering

- To add lettering, it is best to use Helvetica or Arial (sans serif fonts).
- Keep lettering consistently sized throughout your final-sized artwork, usually about 2–3 mm (8–12 pt).
- Variance of type size within an illustration should be minimal, e.g., do not use 8-pt type on an axis and 20-pt type for the axis label.
- Avoid effects such as shading, outline letters, etc.
- Do not include titles or captions within your illustrations.

Figure Numbering

- All figures are to be numbered using **Arabic numerals**.
- Figures should always be cited in text in consecutive numerical order.
- Figure parts should be denoted by lowercase letters (a, b, c, etc.).
- If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be numbered separately.

Figure Captions

- Each figure should have a concise caption describing accurately what the figure depicts. Include the captions in the text file of the manuscript, not in the figure file.
- Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs.
- Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.

Figure Placement and Size

- When preparing your figures, size figures to fit in the column width.

- For most journals the figures should be 39 mm, 84 mm, 129 mm, or 174 mm wide and not higher than 234 mm.
- For books and book-sized journals, the figures should be 80 mm or 122 mm wide and not higher than 198 mm.

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Springer accepts electronic multimedia files (animations, movies, audio, etc.) and other supplementary files to be published online along with an article. This feature can add dimension to the author's article, as certain information cannot be printed or is more convenient in electronic form.

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- Supply all supplementary materials in standard file formats.
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- Submit your material in PDF format preferably; .doc or .ppt files are not suitable for long-term viability.
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- Spreadsheets should be converted to PDF if no interaction with the data is intended.
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Numbering

- If supplying any supplementary material, the text must make specific mention of the material as a citation, similar to that of figures and tables.
- Refer to the supplementary files as “Online Resource”, e.g., "... as shown in the animation (Online Resource 3)", "... additional data are given in Online Resource 4”.
- Name the files consecutively, e.g. “ESM_3.mpg”, “ESM_4.pdf”.

Captions

- For each supplementary material, please supply a concise caption describing the content of the file.
- If you cannot include this legend/ explanation of the tables/ figures/ data within these electronic materials, because of a particular format, please provide this information in the article, as an Annex or Appendix.

Processing of supplementary files

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A submission to the journal implies that materials described in the manuscript, including all relevant raw data, will be freely available to any researcher wishing to use them for non-commercial purposes, without breaching participant confidentiality.

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Where a widely established research community expectation for data archiving in public repositories exists, submission to a community-endorsed, public repository is mandatory. Persistent identifiers (such as DOIs and accession numbers) for relevant datasets must be provided in the paper.

For the following types of data set, submission to a community-endorsed, public repository is mandatory:

Mandatory deposition	Suitable repositories
Protein sequences	Uniprot
DNA and RNA sequences	Genbank DNA DataBank of Japan (DDBJ) EMBL Nucleotide Sequence Database (ENA)
DNA and RNA sequencing data	NCBI Trace Archive NCBI Sequence Read Archive (SRA)
Genetic polymorphisms	dbSNP dbVar European Variation Archive (EVA)
Linked genotype and phenotype data	dbGAP The European Genome-phenome Archive (EGA)
Macromolecular structure	Worldwide Protein Data Bank (wwPDB) Biological Magnetic Resonance Data Bank (BMRB) Electron Microscopy Data Bank (EMDB)
Microarray data (must be MIAME compliant)	Gene Expression Omnibus (GEO) ArrayExpress
Crystallographic data for small molecules	Cambridge Structural Database

For more information:

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Data availability

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statements can also indicate whether data are available on request from the authors and where no data are available, if appropriate.

Data Availability statements can take one of the following forms (or a combination of more than one if required for multiple datasets):

1. The datasets generated during and/or analyzed during the current study are available in the [NAME] repository, [PERSISTENT WEB LINK TO DATASETS]
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3. The datasets during and/or analyzed during the current study available from the corresponding author on reasonable request.
4. Data sharing not applicable to this article as no datasets were generated or analyzed during the current study.
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