

AUTHOR INSTRUCTIONS

Introduction

In order to preclude breach of copyright, the authors are requested to properly fill in and sign an agreement (the forms can be downloaded from <http://pleiades.online/ru/journal/micbio/>), by which copyright to the submitted material (article) is transferred to the Publisher upon accepting the material for publication and deemed void in case the manuscript is rejected or not accepted by the Editorial Board. Authors of papers written in fulfillment of their duty under a contract should obtain a clearance from their employer and attach it to the copyright transfer agreement. These documents should be submitted to the Editorial Board along with the manuscript.

Aims and Scope

The international journal *Microbiology* (Moscow) publishes papers describing experimental work on all fundamental issues of microbiology. Submitted manuscripts should present new results of original research or describe new theoretical or methodological approaches to microbiological problems. Papers concerned predominantly with medical, veterinary, or phytopathological issues will not be considered.

Published in the “Short Communications” section are only original experimental papers of priority nature, requiring fast publication, no longer than five pages including Abstract (not more than 100 words), figures, tables, and the list of references. Experimental data appearing in “Short Communications” will not be republished in the journal.

Microbiology publishes reviews and theoretical papers devoted to topical problems in microbiology written at the request of the Editorial Board or prepared by authors on their own and approved by the Editorial Board.

In order for the manuscript to be considered by the Editorial Board, the guidelines below should be strictly followed.

Submission of Manuscripts for Review

The Editorial Board considers only the manuscripts submitted via the Author Portal:
<https://publish.sciencejournals.ru>

All submitted material---the main text (as a Microsoft Word document, font Times New roman, size 12), figures and tables (each as a separate file), figure captions, the list of references, and an abstract---should be accompanied by the information about all the authors, including their full names and addresses, and e-mail addresses, as well as the name of the corresponding author.

All pages should be numbered in sequence, including the main text, tables, and references. No two pages can have the same number (e.g., 2a, 2b, etc.). Line numbers should be provided for the main text.

The text part of the manuscript along with an abstract, a list of references, figure captions, and tables should be combined in a single file, while each figure should come in a separate file (tif or jpg).

Manuscript submission should be accompanied by a letter stating that the same work has neither been submitted to nor published in another journal.

Preparation of the Manuscript

Manuscripts submitted for publication should be carefully edited by the authors. Information on the methods used and experimental results obtained should be given in a concise and clear form. The title should be short (no subtitles allowed) and accurately reflect the contents of the manuscript. Serial papers of the type "Report 1," "Report 2," etc., will not be considered for publication.

There can be three-level headings. Headings of level I are formatted as a separate paragraph and typed in caps, e.g.,

RESULTS AND DISCUSSION

Heading of level II come in a separate paragraph and are typed in italics:

Oxidase Washout from Lichen Thallus

Heading of level III are composed as part of the paragraph and are typed in bold, e.g.,

Amplification and sequencing of 16s rRNA genes and RBPC.

The title of the manuscript should be formatted as follows:

EXPERIMENTAL ARTICLES

Using In Situ Hybridization to Trace Cyanobacterial Cells

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Received ...; revised ...; accepted ...

[followed by Abstract and keywords]

The manuscript should include the following sections:

Abstract, without title and indentation (250 words at most), on a separate page, followed by a list of keywords (up to 10, typed in lower-case. For example: *Keywords*: alkaliphiles, sulfidogenegisis, anaerobic degradation of cellulose);

an Introduction (without title), outlining research background and, in a separate paragraph, briefly stating the goal of the work;

the MATERIALS AND METHODS section, presenting information on the subject of the study and describing new procedures employed. This description should be concise but still allow their reproduction (references are given to well-known methods and methods published elsewhere); manufacturers of reagents and equipment are identified by names and country (in parentheses);

the RESULTS AND DISCUSSION section;

the REFERENCES section (up to 30 publications), naming all the authors and giving full titles of all the papers cited.

The ACKNOWLEDGMENTS section should provide information on (i) useful discussions, gratitude to colleagues and reviewers (in special cases); (ii) information on materials, data, software, or equipment provided for temporary use; and (iii) everything else that may be considered as a useful help, but is insufficient for co-authorship.

In the FUNDING section, the data on grants and any other form of financial support should be provided.

The section COMPLIANCE WITH ETHICAL STANDARDS should include information on animal welfare (usually stating that animals were not used in the experiments) and on CONFLICT OF INTERESTS stating the conflicts of interest, if any.

Figure captions, indicating numbers of the corresponding figures, are placed on a separate page.

The overall length of the manuscript, including tables, figures, and references, should not exceed 20 pages. Reviews are limited to 30 pages (including references).

All parts of the manuscript, including the list of references and figure captions, should be provided in Microsoft Word format, 29–30 lines per page, Times New Roman font, 12 pt, with a 3- to 4-cm margin on the left side of the page.

The initials and the surname are always separated by a space. The initials are separated by spaces only in the list of authors appearing on the title page.

No period is placed after the name of the rubric, the title, the list of authors, addresses, the list of keywords, headings and subheadings, table titles, or units of measure (e.g., s, second; h, hour; min, minute; and g, gram).

Use a period after footnotes (including those in the tables), table notes, figure captions, abstract, and the following abbreviations: ca., circa; e.g., for example; Eq(s)., equation(s); Fig(s)., figure(s); i.d., inner diameter; o.d., outer diameter; sh., sheet; st., stock, street; and vs., versus. The period is never used in subscripts.

Use the \times rather than the x as a symbol for multiplication sign, e.g., 5×10 mol/L. The symbol · can be used only in dot products ($a \cdot b$) and chemical formulas ($\text{CuSO}_4 \cdot 2\text{H}_2\text{O}$). English subscripts are not italicized whenever they represent abbreviations of words (H_{\min} , T_{\max}) and italicized otherwise (C_a).

Greek symbols are not italicized except when the entire paragraph is set in italics.

Use a period, not a comma, for decimals: 5.25, correct; 5,25, incorrect.

Do not leave a space between the numeric value and signs of percent, pro mille, and degrees , e.g., 15%, 25‰, and 60°C; leave a space in the case of any other unit of measure. Abbreviation for liter is L, not l. Fractional units can be represented by using either negative powers ($12 \mu\text{g l}^{-1} \text{ day}^{-1}$) or parentheses ($562.2 \mu\text{g}/(\text{m}^2 \text{ day})$), but the style chosen for the given unit should be used consistently throughout the paper.

A range of positive temperatures is designated as 20–45°C, but write from –18 to –4°C for a range of negative temperatures.

Each table and figure should be referred to in the text. Every table and its columns should come with headings that are concise but without abbreviations.

The number of figures should be kept to a minimum. They should carry a minimum number of internal legends (these should preferably be replaced by numbers or single-letter labels explained in the figure caption; a caption should not be printed next to the figure). Indicate the recommended place for each figure in the margins and make a reference to it in the text. Do not forget to include scale bars on the micrographs and to indicate the scale in the captions. Each figure or photograph should have a caption with its number, the name of the first author, and the name of the journal (i.e., Fig. 1, Singh et al., *Microbiology*).

Articles are expected to report the authors' own results, so only references to the most important works should be given. Neither the text nor the footnotes should contain the titles of works cited. In the References section, the papers cited should come in alphabetical order. In the text, papers are referred to by the second name (without initials) of the first author (or both authors) in parentheses (e.g., Singh, 2015; Smith and Brown, 2015; Smith et al., 2016).

In the References section, all the authors of an item should be listed, provided there are 16 or less; otherwise list the first 15 names and add "et al." Book references should appear as follows: surnames and initials of all the authors, title of book [italicized, title case], city, publisher, year of publication, volume and edition [if applicable]. References to articles in journals should be formatted as follows: surnames and initials of all the authors, full title of the paper, title of the journal abbreviated according to CASSI [italicized], year of publication, volume number, issue number, and page numbers. Items for references to articles or chapters in books or collections of articles should appear in the following order: surnames and initials of all the authors, full title of the article, full title of the book [italicized, title case], full list of editors, city, publisher, year of publication, volume and chapter [if applicable], page number(s). Examples of references to different types of publications are given below.

Papers in journals:

Imhoff, J.F. and Thiemann, B., Influence of salt concentration and temperature on the fatty acid composition of *Ectothiorhodospira* and other halophilic phototrophic purple bacteria, *Arch. Microbiol.*, 1991, vol. 156, pp. 370--375.

Articles in a collection of articles:

Huber, H. and Stetter, K.O., Genus I. *Sulfolobus*, *Bergey's Manual of Systematic Bacteriology*, 2nd ed., Boone, D.K and Castenholz, R.W., Eds., New York: Springer, 2001, vol. 1, part B, pp. 198--200.

Books:

Brock, T.D., *Thermophilic Microorganisms and Life at High Temperatures*, Berlin: Springer, 1978.

Bergey's Manual of Systematic Bacteriology, 2nd ed., Boone, D.K and Castenholz, R.W., Eds., New York: Springer, 2001, vol. 1.

Patents and inventor's certificates:

Norman, I.O., US Patent 4 379 752, 1983.

Ivanov, S.A., USSR Inventor's Certificate no. 127, 1983.

References to easily available sources, such as international journals, are preferred to obscure ones, such as conference theses.

Reference to an "in press" paper implies that the paper was accepted for publication in the journal indicated and should include the relevant DOI. Every paper cited in the text must be included in the References section.

Use only generally accepted and contemporary abbreviations of units of measure, terms, and physical, chemical, and mathematical quantities (see author guidelines at <http://pleiades.online/en/authors/guidlines/prepare-electonic-version/text/>). All quantities should be expressed in units of the Systeme International d'Unites (SI); temperature should be given in degrees Celsius. Names of enzymes should follow the official nomenclature. This also applies to designations of mutant and recombinant forms of microorganisms. Three-letter designations of genes are always set in italic; use lower-case letters to denote the genes of bacteria and the mutant genes of yeasts, and upper-case letters for the dominant genes of yeasts.

Manuscripts failing to comply with these guidelines will be returned to the authors for correction without being considered for publication. Manuscripts sent back to the authors for revision on the advice of the referees should be returned to *Microbiology* within two months; otherwise, the actual date the revised manuscript is received at the editor's office will be taken as the new "date received."

Minimal Requirements to be Observed in Mentioning and/or Describing Microorganisms

1. In any paper describing results of research dealing with particular strains of microorganisms, the first mention of a microorganism both in the title and all sections of text (Abstract, Introduction, and Materials and Methods) should appear with the full Latin name of the

genus; the Latin name of the species (where not available, use “sp.” as a standard abbreviation after the full genus name); and the full Latin name of the subspecies (variant, etc.). Latin names of genera, species and subspecies, as well as names of higher order taxa (family, order, class, etc.) are italicized. Examples: *Micrococcus luteus*, *Streptomyces* sp., *Mucor circinelloides* var. *mandshuricus*.

In all cases, authors should adhere to the contemporary taxonomy and nomenclature of microorganisms.

2. Upon subsequent mentions of microorganisms, the generic name can be abbreviated to the first (capital) letter or to any number of letters ensuring unambiguous taxon identification by the reader (e.g., a statement such as “an association of *M. luteus* and *M. purpurogena*” should be avoided; write instead “an association of *Micrococcus luteus* and *Micromonospora purpurogena*”); the name of the species, subspecies (variant), etc., should be given in full (starting with the lower case letter); when a specific epithet is not available and the “sp.” abbreviation is used, the generic name should not be abbreviated.

Examples: correct *M. luteus*, *Streptomyces* sp.; incorrect *M. sp.*, *Str. sp.*

3. In the Materials and Methods section, state the place where the strain is stored and who provided it to the author. This could be a collection or an institution (give their acronyms, if available) or a person (give a name). When an acronym is not available, the collection name is given in full. The designation of the strain (its number, symbol, etc.) should be exactly as used by the collection or the institution that provided this strain.

Examples: *Micrococcus luteus* ATCC 12352, *Streptomyces* sp. VKM Ac-273, *Mucor circinelloides* var. *mandshuricus*, strain A, obtained from I.I. Petrov, Department of Soil Biology, Moscow State University.

4. When describing a new taxon, authors should be guided by internationally accepted rules for nomenclature of microorganisms, specifically, the *International Code of Nomenclature of Bacteria* (for bacteria and archaea) and by the *International Code of Botanical Nomenclature* (fungi and algae).

When choosing and using bacterial and archaeal names, authors should refer to the continually updated *Approved List of Bacterial Names* (<http://lpsn.dsmz.de>), and for the choice of fungal species names, authors are encouraged to refer to the most recent list of published species available from the Species fungorum database (www.speciesfungorum.org).

When previously published bacterial and archaeal names not included in *Approved List of Bacterial Names* are cited, these names should be enclosed in quotation marks.

5. The type species should be indicated in descriptions of new genera of bacteria or archaea; this is also recommended for descriptions of new genera of other microorganisms. The type strain should be indicated in descriptions of new species of bacteria or archaea; this is also recommended for descriptions of new species of other microorganisms. The strain should be referred to by the author's original designation and by the acronym and accession number assigned to it by the collection where it was deposited in for guaranteed storage and retrieval on request.

6. When describing a new taxon of bacteria, a carefully edited description should be supplied in English, and for fungi (yeast), the description must be also in Latin.

Authors of new descriptions of bacterial and archaeal taxa published outside the *International Journal of Systematic and Evolutionary Microbiology* (IJSEM) are advised to take timely steps towards validating the proposed names (their inclusion in the *Approved List of Bacterial Names*). To this end, a letter should be sent to IJSEM with attached pdf file of the original complete description. In addition to the proposed name, the letter should specify the author's original acronym and number of the type strain and the numbers assigned to it by the collections where it can be obtained upon request.

The validation becomes effective upon inclusion of the proposed name in the addendum to the *Approved List of Bacterial Names* published at regular intervals in IJSEM.

7. Authors of new descriptions are encouraged to adhere to evolving "Minimal standards" recommended for description of particular microbial groups. These standards are developed and periodically revised by experts of taxonomic subcommittees on particular microbial groups under the International Committee on the Systematics of Prokaryotes. Upon adoption or revision, the standards are published in IJSEM. The *Instructions for Authors* of this journal (<http://ijs.sgmjournals.org/misc/if-ora.shtml>) are a useful source of information for all authors of taxonomically-oriented manuscripts.

8. Descriptions of new taxa, especially bacterial, archaeal, or viral, will normally include information upon characteristic primary sequences of nucleic acids and/or proteins. The authors of manuscripts submitted to *Microbiology* should note that timely on-line deposition and registration of sequence data in one of the public international databases are mandatory, and the accession number of the deposited sequence should be given in the text.

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Files with illustrations should be named such as to make clear both the manuscript they belong to and their number. Each file can contain only one illustration.

A separate file should be submitted with information essential for the publishers: the operation system, the text editor used, a list of all files, the name of the journal, the title of the paper, and the names and initials of the authors.

Supplementary materials (audio and video files, presentations, additional figures and tables, etc.) may be added if required. The relevant information is available at:

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In case of any questions, the authors should contact the Editorial Board at redakciya@inmi.ru

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The galley proofs of the manuscript accepted for publication are e-mailed to the corresponding author to be checked for misprints and then sent back. No changes with respect to the original text are allowed. In exceptional cases, such changes could be admitted if payed by the authors.

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