INSTRUCTIONS FOR AUTHORS

“Biodiversity and Conservation (BioDiCon)” is an international, peer-reviewed scientific journal published in online and printed form, in accordance with the principles of independency and impartiality. This journal is a peer reviewed journal on the topics of biological diversity and conservation that uses independent, unbiased double-blinded peer review principles.

“Biological Diversity and Conservation” publishes experimental studies, compilations on current issues, case reports, editorial comments and editorial letters prepared in accordance with the ethical guidelines, about on all areas of biological diversities. Descriptive or experimental studies presenting clear research questions are accepted. The journal’s publication language are English and Turkish.

The manuscripts submitted to Biological Diversity and Conservation will go through a double-blind peer-review process. Each submission will be reviewed by at least two external, independent peer reviewers who are experts in their fields in order to ensure an unbiased evaluation process. The editorial board will invite an external and independent editor to manage the evaluation processes of manuscripts submitted by editors or by the editorial board members of the journal.

An approval of research protocols by the Ethics Committee in accordance with international agreements is required for experimental, clinical, and drug studies and for some case reports. If required, ethics committee reports or an equivalent official document will be requested from the authors.

A declaration text including the written consent should be added in the manuscripts concerning experimental research on humans related to that the patients and the volunteers were informed about the procedures of the performed and to be performed studies on them. In addition, information about patients’ approval, the name of the ethics committee, and the ethics committee approval number should be addressed in the Materials and Methods section of the manuscript. In the studies carried out on animals, the precautions taken to prevent pain and suffering of the animals should be clearly indicated.

Authorship Contribution Form

The journal of Biological Diversity and Conservation, in order to protect the authors and to prevent such situations as ghost / honorary authorship, requires the author to submit a signed and a scanned copy of the Authorship Contribution Form (which can be downloaded from http://www.biodicon.com).

Policy of Screening for Plagiarism

All submissions are checked by a similarity detection software iThenticate program for determination of plagiarism and non-ethical situations. In cases where the application is alleged or suspected as plagiarism, citation manipulation and data forgery/production, the Editorial Board will follow and act in accordance with the COPE rules.

If the editorial board gets suspicious about a case of ‘gift authorship’, the application will be rejected without being reviewed. As a part of article submission the responsible author should send a short statement text affirming that s/he takes all the responsibility of the article during the submission and review stages of the manuscript.

ICMJE Conflict of Interest form

Biological Diversity and Conservation journal asks and encourages its authors and submitted articles to disclose any existing or potential conflicts of interests, including financial, consultant and institutional ones, that may lead to potential bias or conflicts among individuals involved in the evaluation process. Any material grants or other support received for a study sent from individuals or institutions should be reported to the Editorial Board. In order to disclose a potential conflict of interest, The Potential Conflict of Interest Disclosure Form (ICMJE) must be signed by all contributing authors and forwarded to the journal editorial board.

Appeals and Complaint

All appeals and complaint cases are dealt with in the framework of the COPE trial rules by The Editorial Board of the journal. In such cases, the authors should directly make a contact with the editorial office in relation to their appeal and complaints.

Copyright

When submitting an article to the journal of Biological Diversity and Conservation, the authors agree to give the copyright of their articles to the journal. If the publication is rejected, the copyright of the article will be assigned back to the authors. Biological Diversity and Conservation requires each article application to be carried out together with the Copyright Transfer Form (which can be downloaded from http://www.biodicon.com).

When using previously published content, permission from the copyright owner must be obtained by the authors.

The statements or opinions contained in the articles published in the Journal of Biological Diversity and Conservation reflect the views of the author(s); the editors, the editorial board, and the publisher don’t accept any responsibility or liability for such materials. All the responsibility belongs to the authors about the published content.

PREPARATION OF MANUSCRIPT

Authors are required to prepare manuscripts in accordance with the STROBE guidelines for observational original research studies, STARD guidelines for studies on diagnostic accuracy, PRISMA guidelines for systematic reviews and meta-analysis, ARRIVE guidelines for experimental animal studies, TREND guidelines and CONSORT guidelines for randomized research studies for non-randomized public behaviour. The manuscripts should be prepared in accordance with ICMJE-Recommendations for the Conducting (http://www.icmje.org/icmje-recommendations).

Manuscripts can only be submitted through the journal’s online manuscript submission and evaluation system, available at http://www.biodicon.com. Submissions that do not comply with the rules of the journal will be returned to the submitting author with the requests of correction requests.
Authors are required to submit the following

a) Copyright Transfer Form,
b) Author Contributions Form,
c) ICMJE Potential Conflict of Interest Disclosure Form (should be filled in by all contributing authors) during the initial submission. These forms are available for download at http://www.biodicon.com
d) Similarity Form (iThenticate: According to the Plagiarism Detection Software programme the similarity index of the article should not exceed 20% after all references and less than 1% matches have been removed.)

Preparation of the Manuscript (General rules for all manuscript types)

**Title page:** The first page of the article should include the title of manuscript, authors’ names and institutions, an abstract, and keywords. Title, abstract, and keywords must be provided both in English and Turkish. The corresponding author should be indicated by a footnote and besides his/her full open mail address, and an e-mail address should also be provided.

A separate title page should be submitted for all submissions and this page should include:

- Full title of manuscript as well as a short title of up to 50 characters (title)
- Name(s), address and highest academic degree of the author(s),
- Providing information about supporting institutions (if any),
- Name, address, telephone, fax numbers and e-mail address of the corresponding author,
- Acknowledgment of the individuals who contributed to the preparation of the manuscript.

**Abstract:** The abstract of Original Articles should be structured with subheadings (Objective, Methods, Results, and Conclusion). Abstract should be written both in English and in Turkish up to 300 words. First the English name of the article, then the English abstract should be written. After that the Turkish name of the article and a summary in Turkish should be written. If the article is written in English and sent from outside Turkey, Turkish abstract it is not necessary. Please check Table 1 below for word count specifications.

**Keywords:** Key words should not exceed 3-5 words. Keywords should start with lowercase letters except for italic words and special names.

**MANUSCRIPT TYPES**

**Original Research**

The first page of the article should include the title of manuscript, authors’ names and institutions, an abstract, and keywords. Title, abstract, and keywords must be provided both in English and Turkish. If the article is written in English and sent from outside Turkey, Turkish Title, abstract and Keywords it is not necessary. The corresponding author should be indicated by a footnote and besides his/her full open mail address, and an e-mail address should also be provided.

**Title:** Must be provided both in English and Turkish.

**Abstract:** It should not include subheadings and should be limited to 350 words

**Keywords:** This section should contain at least three and at most six items and should be provided just below the abstract.

**Main Text:** The text should start with the Introduction, and be divided into appropriate sections. Sections must be numbered consecutively. Section headings must be written minisculely flush left and bold with their numbers (as, 1. Introduction, 2. Material and method, 3. Results, 4. Conclusions and discussion). Subsections must be numbered as “1.1”, “1.2”, etc., using the section number and must be written minisculely flush left. All acronyms and abbreviations used in the manuscript should be defined at first use, both in the abstract and in the main text. In the final section there must be Acknowledgements (if any). References and Appendices (if any) Please check Table 1 for the limitations. It should include Introduction, other subheadings and Conclusion sections should be limited to 5000 words except for the references.

**References:** The reference list should be placed just below the main text and the number of references should not exceed 50.

**Tables, Figures and Images:** The appearance of Tables, Figures and Images should be provided in the text. The visuals should be original or the written permission obtained from the copyright holder should be sent to the Editor-in-Chief’s Office.

**Review**

Reviews prepared by the authors who have a broad knowledge in a specific area and represented in the international literature by a high number of publications and citations, are evaluated.

**Title:** Must be provided both in English and Turkish.

**Abstract:** Abstract shouldn’t include subheadings and should be limited to 350 words.

**Keywords:** This section should include at least three and at most six items and should be provided just below the abstract.

**Main Text:** It should include Introduction, other subheadings and Conclusion sections and should be limited to 5000 words excluding the references.

**References:** The reference list should be placed below the main text and the number of references should not exceed 55.

**Tables, Figures and Images:** Tables, Figures and Images: The appearance of Tables, Figures and Images should be provided in the text. The visuals should be original or the written permission obtained from the copyright holder should be sent to the Editor-in-Chief’s Office. Please check Table 1 for the limitations.

**Research note, Case Reports, Case Series and Literature Review**

The text should include Introduction, Case reports, Discussion and Conclusion subheadings. Please check Table 1 for the limitations for Research Note.
Letters to the Editor

Discusses important parts, unobserved aspects or missing parts of a previously published article. Letters to the Editor should not include Abstract, Keywords and Tables, Figures, Images, and other media. The text should be unstructured. The commented article must be properly identified in the letter to the editor (Table 1).

<table>
<thead>
<tr>
<th>Type of manuscript</th>
<th>Word limit</th>
<th>Abstract limit</th>
<th>Reference limit</th>
<th>Table limit</th>
<th>Figure limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Research</td>
<td>5000</td>
<td>350</td>
<td>35</td>
<td>7</td>
<td>Maximum images 20</td>
</tr>
<tr>
<td>Review Article</td>
<td>5000</td>
<td>350</td>
<td>55</td>
<td>7</td>
<td>Maximum images 20</td>
</tr>
<tr>
<td>Research note, Case Report</td>
<td>1000</td>
<td>250</td>
<td>15</td>
<td>No tables</td>
<td>Maximum images 15</td>
</tr>
<tr>
<td>Case Series</td>
<td>1500</td>
<td>250</td>
<td>20</td>
<td>Maximum images 15</td>
<td>Maximum images 15</td>
</tr>
<tr>
<td>Literature of Review</td>
<td>3500</td>
<td>250</td>
<td>35</td>
<td>Maximum images 15</td>
<td>Maximum images 15</td>
</tr>
<tr>
<td>Letter to the Editor</td>
<td>500</td>
<td>No abstract</td>
<td></td>
<td>7</td>
<td>No tables</td>
</tr>
</tbody>
</table>

Tables

Tables should be included in the main document, and they should be numbered consecutively in the order they are referred to within the main text. Their appearance in the text should be provided. A descriptive title must be placed above the tables. Abbreviations used in the tables should be defined below the tables by footnotes. Tables should be created using the “insert table” command of the word processing software.

Figures, Graphics and Photographs

Figures, graphics, and photographs should be submitted as separate files (JPEG format) through the submission system. The files should not be embedded in a Word document or in the main document. Any information within the images that may indicate an individual or institution should be blacked out. The minimum resolution of each submitted figure should be 300 DPI. All submitted figures should be clear in resolution and large in size. Figures, tables and illustrations should be inserted to the appropriate positions where they are mentioned in the text. All drawings, graphics, photographs, etc. should be regarded as figures. Figures should be numbered consecutively (as Figure 1.).

References

While citing publications, the latest and the most current publications should be preferred. At least half (50%) of the references should be published within the last 10 years. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. Journal titles should be abbreviated in accordance with the journal abbreviations in Index Medicus/MEDLINE/PubMed. When there are 6 or fewer authors, all authors should be listed. If there are 7 or more authors, the first 6 authors should be written, the space should be “...” left behind and the last author should be written. In the main text of the manuscript, references should be cited by using numbers in parentheses [as 3]. Authors are responsible for the accuracy of references. The reference styles for different types of publications are presented in the following examples. Reference must be made according to APA 6th. Please refer to the details; https://libguides.library.curtin.edu.au/referencing/apa: https://www.apastyle.org/

Reference form

Reference form

No author


Journal article with DOI


Journal article with DOI

Journal article published in a supplement


Books


eBook


Chapter in an edited print book


Conference paper

**Hakem Değerlendirme Formu / Reviewer Evaluation Form**

Makale adı / Article Title:  
Makale No / Article No:  

Lütfen sizin için uygun olan seçeneği “X” koyarak işaretleyiniz / Please indicate your answer with an “X”.

1. Makale orijinal mı? / Is the article original?  
   - Evet / Yes  
   - Hayır / No

2. Problem uygun şekilde belirlenmiş mi? / Is the problem properly stated?  
   - Evet / Yes  
   - Hayır / No

3. Problem uygun şekilde ele alınmış mı veya çözülmüş mü? / Is the problem adequately treated or solved?  
   - Evet / Yes  
   - Değişiklikler veya ekler gerekli /Changes or elaborations required  
   - Hayır / No

4. Belgeleme / Documentation:  
   **Tablolar / Tables:**  
   - İyi / Good  
   - Zor anlaşılır (Tablo no: ) / Unclear (Table no: )  
   - Gereksiz (Tablo no: ) / Unnecessary (Table no: )  
   - Doğru değil (Tablo no: ) / Incorrect (Table no: )

   **Grafikler / Graphs:**  
   - İyi / Good  
   - Zor anlaşılır (Şekil no: ) / Unclear (Figure no: )  
   - Gereksiz (Şekil no: ) / Unnecessary (Figure no: )  
   - Doğru değil (Şekil no: ) / Incorrect (Figure no: )

   **Diğer çizimler / Other illustrations:**  
   - İyi / Good  
   - Değişiklik gerekli (Şekil no: ) / Change needed (Figure no: )  
   - Gereksiz (Şekil no: ) / Unnecessary (Figure no: )  
   - Düşük kalitede (Şekil no: ) / Poor quality (Figure no: )

   **İstatistikler / Statistics:**  
   - Uygun / Suitable  
   - Uygun değil / Unsuitable

5. Sonuçların yorumu / Interpretation of results:  
   - Doğru veya uygun / Correct or appropriate  
   - Düzeltilmeli / Should be amended  
   - Bulunamadı / Not found

6. Literatür alıntısi / Literature cited:  
   - Uygun / Appropriate  
   - Çok geniş / Too broad  
   - Tam değil / Incomplete

7. Dil ve üslup / Language and style:  
   - İyi yazılmış / Well written  
   - Daha kısa ve öz olmalı / Should be made more concise  
   - Tekrar yazılmalı veya düzenlenmeli / Should be rewritten or edited

8. Makale başlığı / Article title:  
   - Uygun / Appropriate  
   - Çok uzun / Too long  
   - Çok genel / Too general
9. **Özet / Abstract:**
- Uygun / Appropriate
- Çok uzun / Too long
- Çok genel / Too general
- Makalenin içeriğini yansıtmıyor / Does not reflect the paper’s content

10. **Anahtar kelimeler / Key words:**
- Uygun / Appropriate
- Uygun değil / Inappropriate

11. **Makale hakkında genel fikir / General opinion about the paper:**
- Yeni bulgular sağlıyor / Provides new findings
- Yeni bulgular sağlıyor ama az etkili / Provides new findings but is of marginal interest
- Önceki bulguların gerekli bilgisini sağlıyor / Provides needed confirmation of previous findings
- Önceden bilinen çalışmaların tekrarı / Repeats already known work

12. **Öneriler / Recommendations:**
- Değiştirilmeden basılmalı / Should be published without changes
- Değişikliklerden sonra basılmalı / Should be published after changes
- Yeniden yazım veya düzeltme sonrasında bir karar için yeniden sunulmalı / Should be resubmitted for a decision after rewriting or editing
- Basılmamalı / Should not be published

13. **Detaylı işaretlemeler (Lütfen eğer gerekliyse sayfaları ekleyin) / Detailed remarks (Please attach pages if necessary):**

 Belirtmek istediğiniz diğer ayrıntılar (varsas) / Other details wanted to be indicated (if exist)

Hakemin adı / Name of reviewer:
Adres / Address:
Tel / Fax no:
e-mail:

(Hakem adı gizli tutulur / Reviewer name is kept secret)
<table>
<thead>
<tr>
<th><strong>ABONE FORMU / SUBSCRIPTION FORM</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name</strong> :</td>
</tr>
<tr>
<td><strong>Surname</strong> :</td>
</tr>
<tr>
<td><strong>Address</strong> :</td>
</tr>
<tr>
<td><strong>City - State</strong> :</td>
</tr>
<tr>
<td><strong>Postal Code</strong> :</td>
</tr>
<tr>
<td><strong>Country</strong> :</td>
</tr>
<tr>
<td><strong>Telephone</strong> :</td>
</tr>
<tr>
<td><strong>Fax</strong> :</td>
</tr>
<tr>
<td><strong>e-mail</strong> :</td>
</tr>
</tbody>
</table>

* Yurtiçi Abone Üreti, **Yıllık 3 Sayı 150 TL** / Annual Subscription Rate for Outside Turkey is **70 USD or 60 EUR for 3 issues**.

*Abone olmayanlar için her bir sayı 100 TL'dir (Türkiye içi) / Each volume is **50 USD or 40 EUR** for non-subscribers (Outside of Turkey).

Sadece belirttiğim sayıyı olmak istiyorum / I would like to have an issue;


Abone olmak istiyorum / I would like to have an annual subscription;

…………………..( ) 2019…………………..( ) 2020

Dergi aboneliğiniz ile ilgili ücreti

“**Vakıfbank, Ersin YÜCEL, IBAN: TR17 0001 5001 5800 7308 0978 79**” numaralı hesaba yatırıldıktan sonra bu formu “**biodicon@gmail.com**” adrese ulaştırınız. Dergi adresinize posta ile adresinize gönderilcektir.

The payment of the article offering, please transfer total amount to the following bank account:

“**Vakıfbank, Ersin YÜCEL, IBAN: TR17 0001 5001 5800 7308 0978 79**”. After that, this form is going to be sent the following address “**biodicon@gmail.com**”. The journal with cash on delivery will be sent your address.

Tarih / Date: ……/……/2020  İmza / Signature:

(Abоне formunu Word belgesi olarak gönderiniz/ Please send subscription form as a Word document)