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Manuscripts should be prepared using MS Word, in an A4 (210×297 mm) page format. Extra space should not be left between paragraphs. Only a single font (e.g., Times New Roman) in 12 point or greater should be used. All manuscript sheets must be numbered successively at the middle of the bottom. The abstract, each table, and the set of figure legends should be on separate sheets. Normally all parts of a manuscript together should not exceed 40 printed pages. Captions of plates/figures should be inserted where the figures are intended to appear within the text, or listed at the end of the manuscript. Vector diagrams/charts generated in programs such as MS Excel can be embedded in the text file as well. Professional quality lettering should be used for drawings. Typewriter labels are unacceptable. The manuscript style should conform to that of recent issues.

Original Article

Original research articles focus on systematic zoology and evolutionary biology concerning the Korean peninsula and surrounding areas. The most desirable organization of the manuscript is as follows: Title Page, Abstract & Keywords, Introduction, Materials and Methods, Results (or Systematic Accounts), Discussion (if applicable), Acknowledgments, References, Tables, and Figure Legends. Results and Discussion may be combined.

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Critical comments are welcomed for correcting errors of published facts and for providing alternative interpretations of published data. The sequence for a Letter to the Editor is title page, text, references, and names and affiliations of authors. If needed, tables and figures can be included. The text should be written without subdivision and without extra spacing between paragraphs. A Letter to the Editor should not be longer than a printed page.

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Invited or submitted review papers are accepted. We prefer brief summaries of developments in fast moving areas or historical overviews of specific taxa in the Korean peninsula and surrounding

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Book Reviews

Invited book reviews can be published. Manuscripts include the title of the book reviewed, author(s) and editor(s) of the book, printer and publisher (city, state and country), total pages, ISBN number, followed by the text and the reviewer with affiliation.

Formatting

Title page: Provide the full title of the article, a short one for use as a running head, and full names and affiliations of all the authors. Titles should be short and descriptive. If some of the authors have different affiliations, place numbers as superscripts^{1, 2, 3} ... after the surname of the authors and before the name of their affiliations. Place an asterisk (*) after the name of the corresponding author. At the bottom of the title page, give the name, telephone and fax numbers, and e-mail address of the corresponding author.

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Introduction: The introduction should supply sufficient background knowledge and information to allow the reader to understand and evaluate the value of the study. It must also provide a rationale for the study. Cite references to provide the most salient background rather than an exhaustive review of the topic.

Materials and Methods: All material examined should be listed in a similar format: Localities should be cited in order of increasing precision as in the examples, along with the collector. Sufficient information that will make it possible to repeat the work should be provided. For modification of a published methodology, only the modification needs to be described with a reference to the source of the method. Information regarding statistical analysis of the data should be included. The source of special equipment or chemicals should also be given with the name and location of manufacturers, e.g., (Pharmacia, Uppsala, Sweden) or (Sigma, St. Louis, MO, USA). For "Short communications", the Materials and Methods section should be included at the end of the Introduction without a heading.

Results: The results should be presented succinctly and completely. New taxa or synonyms should be clearly marked as n. gen., n. sp., n. syn., or n. comb. Author has to announce Korean name about newly added species, genus or other taxa in Korean fauna through the footnote and place an asterisk (*) at the front of name of the new species or taxon. If two or more taxon are newly reported, place numbers as superscripts beside asterisk. In a synonym list, the page number is noted after the colon (:), not the page abbreviation (p or pp): e.g., *Albus typical* Kim, 1991: 91(type locality: Korea, Gangwon-do, Mt. Baegunsan, holotype ♂, YSUW); Choi, 1993: 102. When necessary, appropriate type information (e.g., type locality, type specimen (s), type depository) is supplemented for an original description in the synonymy. For a new species description, complete collection and

rearing data for the holotype and paratypes, and the depository must be specified as follows: Holotype, ♂, Korea: Gangwon-do, Jeongseong-gun, Yoryang-myeon, Mt. Panryun-san Forest, 22 Sep 1984, Hong GD (NSM). Paratypes, 1♂ 2♀, Taiwan: Chitou, 12 May 1985, Hardy J (USNM).

Discussion: The discussion should include a concise statement of the principal findings, discussion of the significance of the work, and appraisal of the findings in the light of other published works dealing with the same or a closely related organism. Redundant description of material in the introduction and results, and extensive discussion of literature are discouraged.

Acknowledgments: Contributions to the article that do not merit co-authorship, such as administrative support, technical assistance, critical reviews of the manuscript, and financial support, should be recognized here.

References: References should be cited in the text at the appropriate places. All references cited in the text should be listed at the end of the text, and arranged in alphabetical order according to the name of the first author. Journal titles should be provided in full. Text citations to references should be styled as, e.g., Kim and Park (2010); (Kim and Park, 2010); Davis et al. (1979). The use of "in preparation", "submitted for publication" or "personal communication" is not allowed in the reference list. "Unpublished data" and "personal communication" should appear parenthetically following the name(s) in the text.

Journal article

Park E, Kim B, Won YJ, 2010. The complete mitochondrial genome of *Dendronephthya gigantea* (Anthozoa: Octocorallia: Nephtheidae). Korean Journal of Systematic Zoology, 26:197-201.
Arakawa R, Nakamura M, Kanimus K, 1988. Laboratory colonization of *Anopheles omorii* (Diptera: Culicidae). Japanese Journal of Applied Zoology, 39:347-353 (in Japanese).

Book

Cambell RC, 1989. Statistics for biologists. 3rd ed. Cambridge University Press, London, pp. 59-61.

Book section

Davis BN, 1978. Urbanization and the diversity of insects. In: Diversity of insect faunas (Eds., Mound LA, Wjolloff N). Royal Entomological Society, London, pp. 126-138.

Online document

International Commission on Zoological Nomenclature, 2011. About ZooBank [Internet]. International Commission on Zoological Nomenclature, London, Accessed 6 Feb 2011, <<http://www.zoobank.org/About.aspx>>.

Conference

Conover JT, Sieburth JN, 1966. Effect of tannins excreted from Phaeophyta on planktonic animal survival in tide pools. In: Proceedings of the 5th International Seaweed Symposium (Eds., Young EG, McLachlan JL), Pergamon Press, Oxford, pp. 99-100.

Dissertation/Thesis

Edwards MS, 2001. Scale-dependent patterns of community regulation in giant kelp forests. PhD dissertation, University of California, Santa Cruz, CA, USA, pp. 1-149.

Na KB, 2004. Taxonomy of the Chironomidae (Diptera, Insecta) in Seoul-Gyeonggi area, Korea. MS thesis, Seoul Women's University, Seoul, Korea, p. 100.

Tables: Tables should be as simple as possible, to be intelligible without requiring references to the text. Each table should have a concise heading, should be typed on a separate sheet of paper, and must have an explanatory title and sufficient explanatory material. All tables should be referred to in the text, and their approximate position indicated in the margin of the manuscript. Ruling in tables, especially vertical or oblique lines, should be avoided.

The table function in MS Word should be used to build tables so that the cells can be easily re-sized to fit the page by the typesetters. The Tab key should never be used to type tables, nor should the space bar be used to adjust spaces. This must be corrected before submission. It is recommended that a table not exceed one page when printed. Use lowercase letters in superscripts a, b, c ... for special remarks.

Figures: All figures should be termed "Figures" (not "Plates," although "Plates" are allowed in the supplements) and labeled with numbers. Within each figure, labels should begin from A, B, C, a, b, c,---. Lettering and symbols to appear on each drawing should be at the same points in each image. The conventions for abbreviations used in the journal should be noted so that the usage in illustrations and text are consistent. All figures should be cited in the text (e.g., Fig. 1, Fig. 1A-C, Figs. 1, 2, Figs. 1, 2A-D). The preferred location of the figures can be indicated in the text.

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Nomenclature must be in agreement with the International Code of Zoological Nomenclature (4th edition 1999; <http://www.nhm.ac.uk/hosted-sites/iczn/code/>), which came into force on 1 January 2000. When using a scientific name of a genus and species for the first time in a taxonomic paper, it should be written in full with author and year. Thereafter, the genus can be indicated by its initial letter except at the start of a sentence, and the author and date can be omitted. If a reference is placed immediately after a scientific name, it should be made clear in some way that the reference is not the author of the scientific name: e.g., *Albus typical* sensu Kim, 1991, or *Albus typical* (see Kim, 1991). Taxonomic descriptions should be in telegraphic style. When a new taxon is described, its detailed type data should be clearly stated.

Synonym List

Homidia social Denis, 1929 (Figs. 1B, C5)

Homidia social Denis, 1929: 310, figs. 1-4; Yosil, 1942: 487, fig. 10; Stach, 1965: 359, Pl. 32, figs. 1-6; Christiansen and Bellinger, 1980: 884, fig. 727.

If necessary, appropriate type data or additional information could be included, with the references in the synonym list (e.g., *Albus typical* Kim, 1991: 91 (type locality: Korea, Gangwondo, holotype ♂, YSUW); Choi, 1993 (subsequent description); Choi and Kim, 2000 (in Korean catalog)).

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Authors should explicitly mention the database abbreviation (as mentioned below) together with the actual database number, bearing in mind that an error in a letter or number can result in a dead link in the online version of the article. The following format should be used: Database accession no: xxxx. e.g., (GenBank accession no: AB123456).

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