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### *Manuscript Format*

#### *General*

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Manuscripts should be typed on A4 size format (297×210mm) with 12 point font size. Typing should be double-spaced with 2.5cm margins on all sides. Words should not be broken at the end of a line. Each of the following divisions should be begun on a separate page: cover letter, title page, abstract, main text, references, figure legends, each table,

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The cover letter should be prepared as a separate file and should provide the following information.

- (1) The title, and name and postal address of the corresponding author to whom communications regarding the manuscript should be directed with his/her e-mail address.
- (2) The date of submission, the number of pages of main manuscript (from title page to figure legends), and the numbers of tables, figures, and appendices.

*Title page*

The title page should show the title, and the name(s), affiliation(s) and address(es) of the author(s) in order. The title should be brief and informative. It should appear centered on the top of this page, with the initial letter of each major word capitalized: e.g.,

Phylogenetic Relationships of Geoemydine Turtles  
(Reptilia: Bataguridae)

The author's name should be centered, with all letters capitalized. In the case of more than one author, indicate the one to whom communications regarding the paper after publication should be directed, with his/her e-mail address. Affiliation(s) and address(es) of the author(s) should be

centered, and in italics with only the initial letter of each major word capitalized: e.g.,

YUICHI YASUMOTO<sup>1\*</sup>, RENTARO HIRATA<sup>2</sup>, AND TOMU HIKITA<sup>3</sup>

<sup>1</sup>*Tropical Biosphere Research Center, University of the Ryukyus, Nishihara, Okinawa 903-0213, JAPAN*

<sup>2</sup>*Department of Information, Teikyo Heisei University, Uruido 2289, Ichihara, Chiba 290-0193, JAPAN*

<sup>3</sup>*Department of Zoology, Graduate School of Science, Kyoto University, Sakyo, Kyoto 606-8502, JAPAN*

\*Corresponding author.

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The abstract page should contain an abstract consisting of less than 250 words, followed by one blank line and by key words in order. The abstract should state the major points of the paper as clearly and concisely as possible without the need for reference to the text and without citation of references. The word "Abstract" should not be indented, and should be followed by a colon: e.g.,

Abstract: Monophyly of the batagurid subfamily Geoemydinae was evaluated .....

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Key words: Bataguridae; *Geoemyda* group; Geoemydinae;  
*Mauremys* group; Phylogeny

### *Main text*

Texts of most manuscripts are efficiently arranged in order of introduction, materials and methods, results, discussion, and acknowledgments; however, some manuscripts, particularly of reviews and short notes, profit by other arrangements of topics, so the author(s) should use good judgment in this matter. Italics should be used only for scientific names of genera, species and/or subspecies, and for appropriate headings (see below). Commonly used words of non-English origins should not be italicized (e.g., *et al.*, not *et al.*).

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The reference section following the main text should begin with the major heading, LITERATURE CITED, and list all and only the publications cited in the manuscript in

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AOKI, R. 2001. *Wani To Ryu [Crocodiles and Dragons]*.

Heybonsa, Tokyo.

FROST, D. R. 2015. *Amphibian Species of the World: An Online Reference, version 6.0*. American Museum of Natural History.

<http://research.amnh.org/herpetology/amphibia/index.php>  
(accessed 7 June 2015)

FUKADA, H. 2002. A brief history of the Herpetological Society of Japan. *Bulletin of the Herpetological Society of Japan* 2002: 13-17.

GLAW, F. AND VENCES, M. 2007. *A Field Guide to the Amphibians and Reptiles of Madagascar. 3rd Edition*. Vences and Glaw Verlag GbR, Köln.

HIRATE, K. 2000. Species Composition, Sex Ratio, Size Distribution, and Seasonal Fluctuation of the Sea Turtle Assemblage in the Eastern Off-shore of the Central Part of Okinawajima. *Unpublished master's thesis*. University of the Ryukyus, Nishihara.

JOB, G. 2011. TREEFINDER, version of March 2011. Available via <http://www.treefinder.de>

KAMEZAKI, N. 1989. The nesting sites of sea turtles in the Ryukyu Archipelago and Taiwan. p. 342-348. In: M. Matsui, T. Hikida, and R. C. Goris (eds.), *Current Herpetology in East Asia*. Herpetological Society of Japan, Kyoto.

- LEVITON, A. E. AND GIBBS, R. H., JR. 1988. Standards in herpetology and ichthyology. Standard symbolic codes for institution resource collections in herpetology and ichthyology. Supplement no. 1: Additions and corrections. *Copeia* 1988: 280-282.
- LEVITON, A. E., GIBBS, R. H., JR., HEAL, E., AND DAWSON, C. E. 1985. Standards in herpetology and ichthyology: Part I. Standard symbolic codes for institutional resource collections in herpetology and ichthyology. *Copeia* 1985: 802-832.
- MATSUI, M. 1987. Isozyme variation in salamanders of the *nebulosus-lichenatus* complex of the genus *Hynobius* from eastern Honshu, Japan, with a description of a new species. *Japanese Journal of Herpetology* 12: 50-64.
- MATSUI, M., IWASAWA, H., TAKAHASHI, H., HAYASHI, T., AND KUMAKURA, M. 1992a. Invalid specific status of *Hynobius sadoensis* Sato: Electrophoretic evidence (Amphibia: Caudata). *Journal of Herpetology* 26: 308-315.
- MATSUI, M. AND MIYAZAKI, K. 1984. *Hynobius takedai* (Amphibia, Urodela), a new species of salamander from Japan. *Zoological Science* 1: 665-671.
- MATSUI, M., SATO, T., TANABE, S., AND HAYASHI, T. 1992b. Electrophoretic analyses of systematic relationships and status of two hynobiid salamanders from Hokkaido (Amphibia: Caudata). *Herpetologica* 48: 408-416.
- MOODY, S. M. 1980. Phylogenetic and Historical Biogeographical Relationships of the Genera in the Family Agamidae (Reptilia: Lacertilia). *Unpublished doctoral dissertation*. University of Michigan, Ann Arbor.
- OTA, H. 1986. Snake really an able hunter?: Predatory behavior of Japanese striped snake, *Elaphe*

*quadrivirgata*, in the field. *Journal of Ethology* 4: 69-71.

R Core Team. 2021. R: A language and environment for statistical computing. R Foundation for Statistical Computing, Vienna, Austria. Available via <http://www.R-project.org/>

TAKENAKA, T. In press. Extinction of the naturalized freshwater turtle in Chichijima-Island of Ogasawara (Bonin) Islands, South Japan. *Bulletin of the Herpetological Society of Japan*.

ZHAO, E. AND ADLER, K. 1993. *Herpetology of China. Contribution to Herpetology, 10*. Society for the Study of Amphibians and Reptiles, Oxford.

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### *Appendices*

Detailed information not essential to the text but important to subsequent evaluation (such as that regarding specimens examined) may be placed under the major heading, APPENDIX, and an appropriate sub-subheading. When institutional abbreviations are used in APPENDIX, and/or in the main text, it is recommended, as far as possible, to follow Leviton et al. (1985) or Leviton and Gibbs (1988) (see example of references above for detailed information on these publications) with an explicit statement in APPENDIX (or otherwise, in MATERIALS AND METHODS of the main text): e.g.,

## APPENDIX

### *Specimens examined*

Catalogue numbers of specimens deposited in the zoological collection of Kyoto University Museum are preceded by KUZ. The other acronyms are those suggested by Leviton et al. (1985).

*Geoemyda japonica*: Okinawajima, Okinawa Pref., Japan, KUZ R36720, NSMT H02083-02086; Kumejima, Okinawa Pref., Japan,

KUZ R36721, OMNH-R3334. *G. spengleri*: Vietnam, NSMT H9999,  
.....

Use major headings with consecutive Roman numerals, APPENDIX I, APPENDIX II, APPENDIX III, APPENDIX IV, etc., when two or more appendices are needed.

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$\bar{x}$  (mean),  $n$  (sample size),  $N$  (chromosome number, but see below for the use to refer to "north latitude"), no. (number), yr (year[s]), mo (month[s]), wk (week[s]), h (hour[s]), min (minute[s]), s (second[s]),  $P$  (probability), df (degrees of freedom), SD (standard deviation), SE (standard error), NS (not significant), l (liter), kg (kilogram), g (gram), m (meter), cm (centimeter), mm (millimeter),  $\mu\text{m}$  (micron),  $^{\circ}\text{C}$  (Celsius), asl (above sea level; given as, e.g., 100 m asl),  $^{\circ}$ , ', and " (degrees, minutes, and seconds in geography, respectively), N, S, E, and W (north and south latitudes, and east and west longitudes, respectively, but only when preceded by values with appropriate geographical units; e.g.,  $15^{\circ}25'15''$  N,  $121^{\circ}43'07''$  E).

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