

Guidelines for Preparing and Submitting Manuscripts to *Microbiology* (Moscow)

Microbiology (Moscow) publishes papers describing experimental work in general; geological, aquatic, and agricultural microbiology; and papers devoted to fundamental aspects of industrial microbiology. Manuscripts containing vast data related to other fields will be returned to the authors for abridgment. Manuscripts devoted to medical, veterinary, or plant pathology are not considered for publication. *Microbiology* (Moscow) also publishes theoretical papers, invited reviews devoted to significant microbiological problems, papers discussing topical problems in microbiology, and short communications that describe original experimental work. Short communications should be no longer than five pages, including figures, tables, and list of references. Experimental results reported in short communications will not be duplicated in full papers.

Manuscript Submission

Manuscripts should be mailed to redakciya@inmi.ru. The submission should include the text (a Microsoft Word file, preferably *.doc format, Times New Roman 12), figures, tables, figure captions, list of references, abstract, and the address of a corresponding author.

All pages should be numbered sequentially, including the list of references, tables, and figure captions. Page numbers should not be duplicated or have letters.

The text, including the abstract, references, tables, and figure captions, should be mailed as a single file. Each figure is mailed as an individual file.

The last page of the manuscript must be signed by all authors and have their full names, mailing addresses (with a postal code), phone numbers, and e-mail addresses. There should not be signatures on the first page of the manuscript.

Manuscript Preparation

A manuscript submitted for publication should be carefully edited by the authors. Description of the methods and experimental results should be concise and clear. The title should reflect the contents of the manuscript and should not have subtitles. Serial papers are not considered for publication. The names of genera and species of microorganisms should be spelled out in the title, and alphanumeric strain designations should be omitted. The latter are to be given in the text.

Section headings and two levels of subheadings can be used. A section heading should be a separate paragraph in all caps:

RESULTS AND DISCUSSION

A first-level subheading should be a separate italicized paragraph that employs initial capitals:

Effect of Oxidases from Lichen Thallus

A second-level subheading runs into a paragraph and follows sentence capitalization, with the first word and proper nouns capitalized, and should be in a bold face:

Amplification and sequencing of the 16S rRNA and RuBisCO genes.

A sample title page of an article is given below:

Using In Situ Hybridization to Trace Cyanobacterial Cells

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The title is followed by the abstract and keywords.

The manuscript must include the following sections: (1) Abstract; (2) Keywords (at most ten); (3) INTRODUCTION overviewing related publications and briefly states the goal of the work; (4) MATERIALS AND METHODS describing the subject of research and experimental procedures; (5) RESULTS; (6) DISCUSSION (the latter two sections can be combined into RESULTS AND DISCUSSION); and (7) REFERENCES. Each reference should list all authors and give the full title of a cited source.

All parts of the manuscript, including the list of references and figure captions, should be *double spaced* (29--30 lines per page) and typeset using a standard Times New Roman (14 pt) font. Allow a 3- to 4-cm margin on the left side of the page. Manuscripts not complying with these rules will be returned to the authors without consideration.

Each table should have a reference in the text. Every table must have a title and its columns must have headings. No abbreviation is allowed.

The legends inside figures should be minimized. These should be replaced by numbers or single-letter labels, and the respective figure caption should provide necessary description. There should be a reference in the text to each figure. The use of photographs is discouraged unless unavoidable. Do not forget to indicate the scale on microscopic images.

Articles are expected to report the authors' own results, so only relevant literature should be cited. Text or footnotes should not contain the titles of the works cited. In the list of

references, cited literature is arranged in alphabetical order. In the text, papers are cited by giving the names of the first authors in parentheses, e.g., (Ivanov, 2015); (Ivanov and Petrov, 2015); (Ivanov et al., 2015).

In the list of references, book references should appear as follows: names and initials of all authors, book title, city, publisher, and the year of publication; for journal references: names and initials of all authors, article title, CASSI-style abbreviated title of the journal, year of publication, volume number, issue number, and page numbers (e.g., *J. Bacteriol.*, 1973, vol. 114, no. 2, pp. 65--70). For book chapters or articles in collections: names and initials of all authors, article title, book title, list of editors, city, publisher, year of publication, volume (if applicable), and pages. The format for references to dissertations and theses is as follows: name and initials, work title followed by specification of the thesis (e.g., *Cand. Sci. (Biol.) Dissertation* or *PhD Thesis*), date, city and institution, and year. Each paper cited in the text must be included in the list of references. An article may be referred to as "in press" if it is accepted for publication.

Use only generally accepted abbreviations and physical, chemical, and mathematical quantities. The International System of Units (SI) should be used for physical units. Temperature should be in degrees Celsius. There should not be a space between a numeral and symbols %, ‰, °, and °C.

Enzymes should be named using standard nomenclature. This also applies to the designations of mutant and recombinant forms of microorganisms.

Manuscripts that ignore these rules are returned to the authors for correction. Manuscripts returned to the authors for revision based on a peer review should be resubmitted to *Microbiology* (Moscow) within two months; otherwise, the revised manuscript is considered new. Rejected manuscripts are not returned to the authors.

Minimal Requirements for Describing Microorganisms

1. Description of the results of research related to particular strains of microorganisms

1.1. The first mention of a microorganism (in both the title and text) should appear with the full Latin name of its genus; the Latin name of the species (if not available, use "sp." as a standard abbreviation after the full genus name); the full Latin name of the subspecies (variant, etc.).

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

Examples: *Micrococcus luteus*, *Streptomyces* sp., *Mucor circinelloides* var. *mandshuricus*.

1.2. In the subsequent mentions of microorganisms, the generic name can be abbreviated to the first (capital) letter or any number of letters to ensure unambiguous identification of the taxon. For instance, incorrect variant: "An association of *M. luteus* and *M. purpurogena*." Correct: "An association of *Micrococcus luteus* and *Micromonospora purpurogena*." The names of species, subspecies (variant), etc., should be given in full (starting with a lower case letter). When a specific epithet is not available and the "sp." abbreviation is used, the generic name should not be abbreviated. Correct: *M. luteus*, *Streptomyces* sp. Incorrect: *M. sp.*, *Str. sp.*

1.3. In the section devoted to materials and methods, state where the strain was stored and who provided it to the author(s). 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. For instance, *Micrococcus luteus* ATCC 12352, *Streptomyces* sp. VKM Ac-273, *Mucor circinelloides* var. *mandshuricus*, strain A, obtained from I.I. Petrov, KBP MGU.

2. Description of a new taxon

2.1. In all taxonomic matters, authors should be guided by *International Code of Nomenclature of Bacteria* (Lapage, S.P. et al., Eds., Washington, D.C.: Am. Soc. Microbiol., 1975), *Approved List of Bacterial Names* (*Int. J. Syst. Bacteriol.*, 1980, vol. 30, p. 225 and regularly published supplements), and *International Code of Botanical Nomenclature* (Stafleu, F.A. et al., Eds., Bonn: Scheltema and Holkema, 1978).

2.2. When describing a new genus of bacteria or other microorganisms, a type species should be indicated.

2.3. When describing a new species of bacteria or archaea, the type strain should be indicated. Although this is not a requisite, it is strongly recommended when describing other microorganisms) together with its designation as used by the author, and the number assigned to this strain in the collection where it was deposited for storage, prefixed by the acronym of this collection.

2.4. When describing a new taxon of bacteria or archaea, a diagnosis should be supplied in English, and for fungi (yeast), in English and Latin.

2.5. Description of new bacterial or archaeal taxa should be accompanied by accession numbers of the type strain in two international collections located in two countries. The authors are responsible for validation of the proposed name by writing a letter to *International Journal of Systematic and Evolutionary Microbiology* with an attached PDF file containing the original description and the certificates for deposition on the type strain from relevant collections.

2.6. Authors describing a new bacterial taxon should know and follow the international rules of name validation. Specifically, if the description of a new taxon is published outside *International Journal of Systematic and Evolutionary Microbiology*, a letter should be sent to the editor of this journal with two reprints of the original description. The letter should specify the acronym and number of the type strain and the collection where it can be obtained.

Electronic versions of the manuscripts should follow the guidelines available at [this](#) page. The electronic version should be e-mailed to: redakciya@inmi.ru.