

POLICY AND GUIDELINES FOR AUTHORS OF ACARINA

AIMS AND SCOPE

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Specific examples are given below, under “**FORMAT OF SUBMITTED MANUSCRIPTS**”. Authors must strictly follow this form of presentation.

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One author — Homsher (1995) or (Homsher 1995);

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Examples of references for various kinds of publications are given at the end of these guidelines.

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Each table should have an Arabic numeral (e.g. “Table 1”) and start on a new page. Width of tables should be adjusted to fit the A4 (21 × 29.7 cm) page format with left and right margins not less than 2.5 cm; a smaller font size (as small as 9) is allowed in tables.

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All illustrations should be of excellent quality, black-and-white (line drawings, maps, graphs) or grey scale (for photographs), and identified in the text as “Fig.” or “Figs.” depending on the number of figures to which reference is being made. They should be numbered according to the sequence of their citation in the text. The following modes of numbering are acceptable: Fig. 1, Fig. 2, Fig. 3 ...or Fig. 1A, B, C... or Fig. 1a, b, c...). Combining line drawings and photographs or line and half-tone drawings in a single figure is unacceptable.

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FORMAT FOR SUBMITTED MANUSCRIPTS

Authors who are unsure of particular format requirements should refer to recent issues of *Acarina* for guidance. Poorly prepared manuscripts will not be considered for publication.

Running Head: Bochkov and Ochoa [or Bochkov et al. in the case of three or more authors] Three new cheyletids

THREE NEW CHEYLETID SPECIES (ACARI: CHEYLETIDAE) ...

[empty paragraph]

A.V. Bochkov^{1*}, R. Ochoa² [* corresponding author]

[empty paragraph]

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[empty paragraph]

Key words: mites, Cheyletidae, new species, taxonomy

[empty paragraph]

ABSTRACT

Three new species of the family Cheyletidae (Acari: Prostigmata) ... [not more 250 words]

[empty paragraph]

INTRODUCTION

[empty paragraph]

The family Cheyletidae (Acari: Prostigmata) includes about 370 species

[empty paragraph]

MATERIAL AND METHODS

[empty paragraph]

In the descriptions, terminology for the idiosomal and leg chaetotaxy follows Grandjean (1939, 1944). Setal complements are ...

SYSTEMATICS [RESULTS — for experimental papers]

[empty paragraph]

Family Cheyletidae Leach, 1815

Genus *Mexecheles* De Leon, 1962

***Mexecheles shiva* Bochkov et Ochoa, sp. n.**

Figs 1–2

[empty paragraph]

Description [Redescription — optionally]: **Female (holotype).** *Gnathosoma* 190 long (180–190 in 10 paratypes) ... [In the cases where measurements are diagnostic, the mean and standard deviation of these measurements should be given.]

Male (4 paratypes). *Gnathosoma* about ...

[empty paragraph]

Type material. Male holotype (BMOC 95-1214-018, 1), 8 male and 10 female paratypes (BMOC 95-1214-018, 2-19) ex *Bullimus gamay* Rickart, Heaney et Tabaranza, 2002 (Rodentia: Muridae) (FMNH 154878) [head], Philippines: Camiguin Isl., Mt. Timpoong, 2 km N, 6.5 km W Mahinog, 9°11'N, 124°43'E, 18 March 1995, coll. L.R. Heaney (LRH 5358).

[empty paragraph]

Non-type material. 10 females and 10 males (BMOC ...

[empty paragraph]

Type depositories. Holotype and 10 paratypes are deposited in USNM, one female paratype in ...

[empty paragraph]

Etymology. This species name is derived from the name Shiva who is a god-destroyer in Indian mythology ...

[empty paragraph]

Differential diagnosis [or **Remarks**, optional]. The female of this new species can easily be distinguished from all other representatives of the genus *Mexecheles* by the absence of ...

[empty paragraph]

DISCUSSION

[empty paragraph]

To date about 450 species of cheyletid mites are known ...

CONCLUSION (optional)

[empty paragraph]

ACKNOWLEDGEMENTS

[empty paragraph]

This research was supported by a grant from the Russian Foundation for Basic Research to AVB ...

[empty paragraph]

REFERENCES

[empty paragraph]

1. Papers in periodicals:

Lange, A.B. and Sokolova, T.V. 1992. [Parasitism of the itch mite *Sarcoptes scabiei* (Acariformes)]. *Parazitologiya*, 26: 281–295. [In Russian]

Rudd, J.A. 1997. Effects of pesticides on spin down and webbing production by the two-spotted spider mite, *Tetranychus urticae* Koch (Acari: Tetranychidae). *Experimental and Applied Acarology*, 21: 615–628.

2. Monographs and books:

Roberts, F.S.H. 1970. *Australian ticks*. Commonwealth Scientific and Industrial Organization, Melbourne. 267 pp.

Balashov, Yu.S. 1998. Iksodovyye kleshchi — parazity i perenoschiki infektsionnykh bolezney [*Ixodid ticks — parasites and vectors of infections*]. Publisher: Nauka, Saint Petersburg, 287 pp. [In Russian]

[Note: Original titles of monographs written in languages using a non-Latin alphabet should be both transliterated and translated into English as in the example above. For transliteration we recommend “The BGN/PCGN system developed by the Permanent Committee on Geographical Names for British Official Use” (e.g http://en.wikipedia.org/wiki/Transliteration_of_Russian_into_English).

3. Book chapters:

Zachvatkin, A.A. 1953. [Study of morphology and postembryonal development of tyroglyphids (Sarcoptiformes, Tyroglyphoidea)]. *In*: E.S. Smirnov (Ed.). A.A. Zakhvatkin. Sbornik nauchnykh rabot. Moscow State University, Moscow, p.19–120. [In Russian]

Hoogstraal, H. and Kim, K.C. 1985. Tick and mammal coevolution, with emphasis on *Haemaphysalis*. *In*: K.C. Kim (Ed.). Coevolution of parasitic arthropods and mammals. John Wiley and Sons, Inc., New York, pp. 505–568.

4. Abstracts of presentations at congresses and symposia:

Balashov, Yu.S. 1998. [A place of ixodid ticks (Acarina, Ixodidae) in forest ecosystems]. *In*: G.S. Medvedev (Ed.). Problemy Entomologii v Rossii. Sbornik nauchnykh Trudov XI S'ezda Russkogo entomologicheskogo obshchestva (23–29 September 1997, Saint Petersburg, Russia). Abstracts. Zoological Institute RAS, Saint Petersburg, p. 28. [In Russian]

Walter, D.E. 2002. A plethora of questions, but only a modicum of answers: the Australian acarofauna of tropical forests. *In*: J.B. Morales-Malacara and G. Rivas (Eds.). XI International Congress of Acarology (8–13 September 2002, Merida, Yucatan, Mexico), Program and Abstracts. UNAM, Mexico City, p. 94.

5. Theses:

Kurey, W.J. 1976. Ectoparasitic Acarina (Analgoidea) from non-passeriform birds of North America. MS thesis. Youngstown State University, Youngstown. 60 pp.

6. Thesis abstracts:

Kivganov, D.A. 1996. Klishchi pir'yanogo pokryvu ta gnizd kryachkiv (Laridae, Sterninae) pivdnya Ukrainy [=Feather mites from the plumage and nests of terns (Laridae, Sterninae) of the south of Ukraine]. Abstract of the Candidate of Biological Sciences thesis. Kiev. 21 pp. [In Ukrainian]

Mironov, S.V. 1998. Per'evie kleshchi semeystv Avenzoariidae i Alloptidae (sistematika, filogeniya i koevolyutsionnye otnosheniya s ptitsami [=Feather mites of the families Avenzoariidae and Alloptidae (Systematics, phylogeny and co-evolutionary relationships with birds)]. Abstract of the Doctor of Biological Sciences thesis. Publisher: TzOP SPBGU, Saint Petersburg. 46 pp. [In Russian]

7. Special issues (series of Fauna of the USSR and Fauna of Russia):

Dubinin, V.B. 1951. Per'evie kleshchi (Analgesoidea). Chast' I. Vvedenie v isuchenie. [=Feather mites (Analgesoidea). Part I. Introduction to study]. Fauna of the USSR, Paukoobraznyye 6 (5). Publisher: Nauka, Moscow-Leningrad, 363 pp. [In Russian]

8. Software programs:

Sorenson, M.D. 1999. TreeRot. Version 2. University of Boston, Boston.

[separate page]

Table 1. Measurements of *Mexecheles shiva* sp. n.

[separate page]

Table 2. Measurements of

[separate page]

FIGURE CAPTIONS

[empty paragraph]

Fig. 1. *Mexecheles shiva* sp.n., holotype female. A — dorsal view; B — palpal claw, dorsal view; C — apical part of tarsus I, dorsal view; D — claws of tarsus IV.

Fig. 2. ...