

## *The Flyer* Submission Guidelines

The IAATE member newsletter, *The Flyer*, welcomes submissions on a wide variety of topics relating to bird care, training, conservation, and education. *The Flyer* is published quarterly and adheres to the following timeline:

Issue	Submissions Due	Publication
Winter	November 1	January
Spring	February 1	April
Summer	May 1	July
Fall	August 1	October

Whenever possible, please submit files electronically as Microsoft Word documents to [flyer@iaate.org](mailto:flyer@iaate.org)

If it is not possible to email your submission, please send it on a CD-ROM to:

**Helen Dishaw**  
575 N West Capitol Street  
Salt Lake City, UT 84103

All manuscripts should be submitted in Times New Roman font in 12-point type, double-spaced, with 1" margins. *The Flyer* has no set word limits for submissions and welcomes both full-length articles and shorter items. Effort should be taken to make articles as concise and descriptive as possible.

Photos should be high resolution (300dpi) images suitable for publication. Please submit photos saved in a separate image file in a standard format such as a JPEG, TIF, or BMP file and not in the article. If the photos need to be in a particular place in the article, please note that in the word document. Many high resolution photos may be too large to email. If you have multiple or very high resolution photos, it is advised to mail them on a CD to the above address. Photos credits and captions should be included with the submitted manuscript.

Please use the following style guidelines when preparing your submission:

- Include author's name and affiliation after title
- In addition to a species' common name, please include the italicized genus and species name in parentheses the first time the animal name is used. The common name alone may be used thereafter
- When referring to a species by name, capitalize the species. If referring to a species in general, then it is not capitalized.

For example:

Eurasian Eagle Owl	Red-tailed Hawk	Van der Decken's Hornbill
owl	hawk	hornbill

- Book and periodical titles should be italicized.
- Please use 24-hour time references, e.g. 0800, 2100.
- Units of measure should be written first in English followed by metric in parenthesis, e.g. 5 ft (1.5m), 11 lbs. (5000g), 3-4 miles (5-6 km)
- Use single spaces after periods.
- Be judicious in the use of exclamation marks!
- Spell out any organization names commonly associated with acronyms the first time they are used and provide the acronym in parentheses. The acronym alone may be used thereafter. E.g. International Association of Avian Trainers and Educators (IAATE).

References:

- Only citations referred to in the manuscript should be listed in the references. That is, each listed reference should be cited in the text, and each text citation should be listed in the references.
- Citations within the article should follow the format (Author, year). "Et al." may be used with three or more authors.

For example: When a raven hides its extra food and is aware that another raven is spying on it, it will create “fake” empty caches in addition to the real one (Heinrich, 2007).

References should be listed in alphabetical order, should be complete and accurate, and follow this basic format:

John Marzluff and Tony Angell, *In the Company of Crows and Ravens*. New Haven, Connecticut: Yale University Press, 2005.

Templin, R.J., “The spectrum of animal flight: insects to pterosaurs,” *Progress in the Aerospace Sciences*, Vol. 36, pp.393-436, 2000.