

NRESI Research Extension Notes

Intent: NRESI Research Extension Notes (REN's) provide a way in which NRESI members (as author or co-author) and collaborators can disseminate and extend their research findings to society with a minimal amount of jargon and in clear language. Research intended to benefit society and our environment should be freely available and its impact and importance be understandable to the greatest number of our citizens. Research Extension Notes will typically be a synthesis and reworking of previously published results, or the synthesis chapter of a thesis or dissertation.

Guidelines for authors:

1) **Authorship:** Notes must have an NRESI Member, Associate Member, or NRES Graduate Student as author or co-author. Contributions may be submitted by members, associate members or NRES graduate students.

2) **Submission and Review process:** Research Extension Notes should be submitted electronically as Word files to **nresi@unbc.ca** in the below format. The Research Extension Notes will be peer-reviewed, with the review process overseen by members of the NRESI Steering Committee. Research Extension Notes will typically be reviewed and returned to the lead author within 30 days of submission. Rejection of submissions can occur, particularly if the work is poorly written or conceived. When author(s) are notified of a NRESI Research Extension Note's provisional acceptance, minor or major revisions will be indicated. Once the Research Extension Note has been satisfactorily revised and accepted for publication, the Research Extension Note will be assigned a number in the series. Authors should cite their contributions in the following way:

*Natural, R.E.S.I. 20XX. The importance of publishing research extension notes. Natural Resources and Environmental Studies Institute, Research Extension Note No.#. University of Northern British Columbia, Prince George, British Columbia, Canada.
<http://www.unbc.ca/nres/>*

3) **Content:** Research Extension Notes should be worded in plain English, double spaced with minimal jargon so that research and results are understandable to readers without an academic background or specialization.

3.1) **Format:** The note must begin with a title, followed by authors name(s) and contain the following sections: Abstract (250 words max.), Introduction, Methods, Results, Conclusions, References (normally should not exceed 10), Further Readings or Resources (normally should

not exceed 3), Author Affiliations, and Acknowledgements. SI units must be used throughout. All submissions must be double space and have numbered lines to facilitate the reviewers' work. Figures and tables should not be placed in the body of the text, but appear at the end of the manuscript in the order of Tables, Figure Captions, and Figures.

3.2) Length: Research Extension Notes must not exceed 20 double-spaced pages using 12p font including figures, tables, etc.

3.3) Figures, Diagrams, Tables: All figures and diagrams must be clear, succinct, and self-explanatory when in combination with their respective titles. They must not exceed a combined number of six.

4) Publishing: NRESI Research Extension Notes will be published electronically on the NRESI website in PDF format. In addition, PDF versions may be printed for hardcopy dispersal.

5) Copyright: If the manuscript contains material (figures, tables, etc.) that is protected by copyright, it is the obligation of the author to secure written permission from the copyright holder to reproduce the material for the Research Extension Note. Authors retain the copyright to all materials presented in Research Extension Notes.

6) Permission to Reproduce

Except as otherwise specifically noted, NRESI Research Extension Notes will be made available for reproduction in part or in whole and by any means, without charge or further permission, provided that:

- due diligence is exercised in ensuring the accuracy of the information reproduced;
- all authors are identified; and
- the specific Research Extension Note is identified as the source of the full text or excerpt.