

1 Running head: Smith et al.: The running head is in sentence case (max. 60 characters or spaces)

2 Please address correspondence to:
3 Carmen Lucia Moreira De Souza
4 Faculdade de Agronomia
5 Universidade do Rio de Janeiro
6 79.804-970, Rio de Janeiro, Brazil
7 Phone: +55 (71) 5432-7891
8 E-mail: clm101@gmail.com

9 Financial contact for invoice: name, complete mailing address, and e-mail address
10 (if same as corresponding author, write "Same")

11 [BLANK LINE]

12 **Title in sentence case, 16 pt bold font, centered, with insect species**

13 **or genus (Order: Family), for example: A new species of genus**

14 ***Goniagnathus (Tropicognathus) (Hemiptera: Cicadellidae:***

15 ***Deltocephalinae) from India***

16 [BLANK LINE]

17 John E. **Smith**¹, Mitsuo **Nukaya**², and Carmen Lucia Moreira **De Souza**^{3*}

18 ¹University of Florida, Department of Entomology & Nematology, Gainesville, Florida 32611,

19 USA

20 [BLANK LINE]

21 ²The University of Tokyo, Department of Agricultural & Environmental Biology, Yayoi, Tokyo,

22 113-8657, Japan

23 [BLANK LINE]

24 ³Faculdade de Agronomia, Universidade do Rio de Janeiro, 79.804-970, Rio de Janeiro, Brazil

25 [BLANK LINE]

26 *Corresponding author; E-mail: clm101@gmail.com

27 [PAGE BREAK]

28 **Abstract**

29 [BLANK LINE]

30 Left-justify the word Abstract. Capitalize the first letter only. Do not indent the Abstract heading
31 and the first line of the text. Do not cite references, figures, or tables in the abstract. **Example of**
32 **an abstract:** A new leafhopper species, *Goniagnathus (Tropicognaus) keralaensis* **sp. nov.**
33 (Hemiptera: Cicadellidae: Deltocephalinae), is described from Kerala, India, with morphological
34 description, illustrations, and photographs. Aedeagal shaft convex at distal caudoventral margin
35 and acute at apex with pair of small ventral subapical processes, pair of long subapical processes
36 on posterior dorsal margin, gonopore large and its apical process on the ventral side distinguishes
37 it from *G. (T.) punctifer* (Walker) with which it is closely related. Notes are given from
38 separating the same in a key. The type material is deposited in the National Pusa Collection
39 (NPC), Division of Entomology, Indian Agricultural Research Institute, New Delhi, India.

40 [BLANK LINE]

41 Key Words: type 4 to 6 key words **other than words in the title**; separate them with
42 semicolons; do not type a period at the end

43 [BLANK LINE]

44 **Resumen**

45 [BLANK LINE]

46 Left-justify the word Resumen. If you have prepared a Spanish translation, place it here,
47 otherwise leave it blank. Do not attempt a translation unless you (or your translator) are fluent in
48 Spanish. The Spanish Abstract Associate Editor will provide a translation. A Portuguese
49 translation (Resumo and Palavras Chave) is also accepted.

50 [BLANK LINE]

51 Palabras Clave: type 4 to 6 palabras clave corresponding to those you listed in the Key Words

52 [PAGE BREAK]

53

54 This document is an example of the Florida Entomologist formatting style. Your
55 submission should resemble the editorial style of this document. All submissions must be in
56 Microsoft Word (.doc or .docx). Use continuous line numbering of lines on all pages of your
57 manuscript. Type all text and captions (including text in tables) with double-spaced lines (except
58 single-spaced contact information on top of the title page). Left-justify all text and indent (0.5
59 inches) all paragraphs. Do not use hyphenation on line endings. Use 12 pt font throughout
60 manuscript (except 16 pt font in 1st-level headings). Do not use **bold font** except where
61 absolutely necessary, such as to indicate the **surname (family name)** of each author on the title
62 page and to indicate **sp. nov.** and **gen. nov.** The introduction should describe the paper's
63 significance. Note that there is no heading for this section. State the reason for doing the
64 research, the questions or hypotheses, and the essential background. Give the scientific name
65 (i.e., Latin binomial), authority, and taxonomic classification (Order: Family) at first mention of
66 each organism. After the first mention, abbreviate the genus name of the organism, unless it is at
67 the beginning of a sentence (i.e., spell out an organism's genus name at the beginning of a
68 sentence).

69 Citations in the text are included in the name-date format: Jones (1986); (Jones 1986);
70 Jones & Smith (1986); (Jones & Smith 1986); Jones (in press); (Jones AF, Department of
71 Zoology, Ohio State University, personal communication). When 2 or more in-text citations are
72 used, they must be separated with semicolons, for example "(Ball 1970; Menendez 1980; Jones
73 & Smith 1986)." However, several citations by the same author(s) are separated by commas,
74 such as "(Jones & Smith 1986, 1992, 2014)". List multiple citations in chronological order. Use
75 "et al." for 3 or more authors, but do not italicize "et al." Provide evidence of acceptance for
76 works "in press," otherwise cite as "unpublished" or "personal communication." Provide written

77 permission from personal communicants.

78 Taxonomic papers should follow the International Code of Zoological Nomenclature, 4th
79 edition, for taxonomic style. **Below is an example of the Introduction section** to a taxonomic
80 paper published in the Florida Entomologist:

81 “Leafhoppers belonging to the genus *Goniagnathus* Fiber (Hemiptera: Cicadellidae:
82 Deltocephalinae) are robust, brownish, squat, and readily recognizable by their short and broad
83 heads, fused male subgenital plates, male style with membranous fracture at midlength,
84 connective short and fused with aedeagus (Linnavrou 1978; Fletcher & Zahniser 2008).

85 Viraktamath & Gnaneswaran (2009) defined the subgenus *Tropicognathus* as having the
86 male pygofer with a well-developed dorsal appendage, caudal margin with few stout setae,
87 subgenital plates fused but variable in shape, apophysis of the style either of uniform width or
88 widened distally, apex bilobed or bifid, and an aedeagal shaft with processes on shaft but lacking
89 ventral basal processes. Keys to subgenera and a checklist of species of *Goniagnathus* from the
90 Indian subcontinent were also provided. There are 52 species of which 11 are from the Indian
91 subcontinent, to which a new species *Goniagnathus (Tropicognathus) keralaensis* **sp. nov.**
92 collected from Kuppadi (11°40'45"N, 76°15'45"E), Kerala, India, is added herewith. The type
93 material is deposited in the National Pusa Collection (NPC), Division of Entomology, Indian
94 Agricultural Research Institute, New Delhi, India.”

95 Use the above shown format to report geographical coordinates and use the symbols for
96 degrees (°), minutes (' , i.e., normal text Basic Latin apostrophe), and seconds (" , i.e., normal text
97 Basic Latin quotation mark); note that there are no spaces except after the comma.

98 Normally, there are **4 section-heading formats** in the Florida Entomologist:

99 1. First-level headings use 16 pt bold font and are left-justified (e.g., **Materials and**

100 **Methods).**

101 2. Second-level headings are all capitals and left-justified (e.g., COLLECTION SITES).

102 3. Third-level headings have the first letter of major words capitalized and are left-
103 justified (e.g., Preparation of Specimens). Do not capitalize the first letter of an article,
104 conjunction, preposition, or pronoun.

105 4. Fourth-level headings are indented (0.5 inches) and italicized, have capital initial
106 letters (except for articles, conjunctions, prepositions, or pronouns), and are followed
107 immediately by the text (e.g., *Description of Larvae.*).

108 However, in taxonomic papers, 2nd-level headings often include taxon names and
109 taxonomic keys. For such taxonomic headings (with scientific names), use sentence case rather
110 than all capitals. Do not use bold font for these headings, use bold font only for **sp. nov.** and
111 **gen. nov.** Be certain that the genus name, but not species name, has an initial capital letter. Then,
112 use all capitals for the 3rd-level heading. Leave one blank line above and below the heading for
113 heading types 1-3, but not for heading type 4. Do not place a period at the end of headings except
114 for 4th-level headings.

115 [BLANK LINE]

116 **Materials and Methods** [16 pt bold font]

117 [BLANK LINE]

118 Leave a blank line above and below the heading. Indent (0.5 inches) all paragraphs. Use
119 telegraphic style throughout the species descriptions.

120 Use metric units unless there is specific reason to include English units, then include the
121 English equivalents in parentheses. Do not abbreviate “liter” except in units of measure, such as
122 mL and μ L. For numerals with units of measure, use the symbols accepted by the Système

123 International (SI). Separate mathematical operators and units of measure from numerals with one
124 space (e.g., 3.7 ± 1.1 mm; $P = 0.05$), but do not leave a space between a numeral and % (e.g.,
125 75%). For temperatures, insert a space before (but not after) the “degree” symbol (e.g., 27 °C).
126 Use regular (NOT superscript) formatting for ordinals as in “1st, 2nd, and 3rd instars.” For more
127 information on the use of numerals, ordinals, and units of measure, refer to the Scientific Style
128 and Format of the Council of Science Editors (previously [until 2000] known as the Council of
129 Biology Editors).

130 Use the following format for photoperiod: 14:10 h L:D. Spell out names of countries,
131 states, and provinces, with the exception of USA. To report dates in taxonomic reports, use
132 Roman numerals for the month and Arabic numerals for day and year (e.g., 5-VI-2012). For
133 other style and formatting questions, refer to the Scientific Style and Format of the Council of
134 Science Editors.

135 Large-scale datasets, sequences, and computational models should be deposited in one of
136 the relevant public databases (e.g., GenBank of the National Center for Biotechnology
137 Information [NCBI]) **before submission**, and authors should include accession codes in the
138 Materials and Methods section. Alternatively, material can be included as “supplementary
139 material,” which is submitted as a Microsoft Word document and published online in pdf format,
140 via an “infolink” associated with the online version of the manuscript. Supplementary material
141 may include tables, graphics, color photographs, videos, etc. The corresponding author must alert
142 the editor in chief about the need to upload supplementary material **before** the manuscript has
143 been sent to the printing company. Please refer to the instructions posted online
144 (<http://www.flaentsoc.org/infolink.htm>) to prepare supplementary material.

145 [BLANK LINE]

146 **Results** [16 pt bold font]

147 [BLANK LINE]

148 Leave a blank line above and below the heading. Indent (0.5 inches) all paragraphs.

149 Following is an example of taxonomic treatment as it might appear in the Florida Entomologist:

150 [BLANK LINE]

151 *Goniagnathus (Tropicognathus) keralensis* Meshram **sp. nov.** 2014 (Figs. 1-7, 15-22) [This is a

152 typical 2nd-level heading in a taxonomic paper. Start all synonymies at the left margin

153 with a hanging indent (0.5 inches). Include authorities and year.]

154 [BLANK LINE]

155 **MALE** [This is a typical 3rd-level heading in a taxonomic paper.]

156 [BLANK LINE]

157 Brown with dark brown marking. Anterior region of face with transverse white stripe

158 interrupted in middle by dark brown irregular spots, short off-white stripe between ocelli and

159 compound eyes, dark-brown continuous transverse stripe above ocelli (Figs. 1 and 2).

160 [BLANK LINE]

161 **TYPE MATERIAL** [This is another typical 3rd-level heading in a taxonomic paper.]

162 [BLANK LINE]

163 Start description with the principal type in capital letters. Follow this immediately with

164 count and sex of specimens and country of origin (all capitals, followed by colon), then place

165 additional data in the order of locality, date, additional data, and collector. Separate these items

166 with commas. An example is:

167 **HOLOTYPE** 1 male **INDIA**: Kerala, Wayanad, Kuppadei, 03-V-11, from grasses, N.M.

168 Meshram (NPC). **PARATYPE** 1 female data same as Holotype (NPC).

169 Taxonomic manuscripts describing new taxa should contain a key, either new or
 170 modified from an existing key. Long keys should include numbers in parentheses to refer the
 171 reader back to earlier couplets as in the following modified excerpt of a key published by Porter
 172 & Pesquero (2001) in Florida Entomologist 84, pp. 696-697.

- 173 3. (2) Ovipositor approximately linear in lateral view; Figs. 2-3 4
 174 3'.— Ovipositor angled or curved in lateral view; Figs. 4-5 5
 175 4. (3) Ovipositor lanceolate with a small membranous extension near terminus; 4
 176 medium hairs or setae under abdomen just before ovipositor; Fig. 2
 177 *P. solenopsidis* Schmitz
 178 4'.— Ovipositor blunt, broadly rounded on dorsum; flat or somewhat concave on
 179 ventral surface; 8 stout socketed hairs under abdomen before ovipositor, about ½
 180 the length of the ovipositor (probably accidental over *Solenopsis* ants); Fig. 3
 181 *P. convexicauda* Borgmeier
 182 5. (3) Ovipositor short with the dorsal surface truncated and directed downward; with
 183 several stout hairs extending out under ovipositor, almost as long as the
 184 ovipositor; Fig. 4 *P. borgmeieri* Schmitz
 185 5'.— Ovipositor long, curved downward, with a large ventral tooth near base; hairs on
 186 last abdominal segment not unusually long; Fig. 5 *P. curvatus* Borgmeier
 187 6. (1) Ovipositor bilobed with a small central projection; Fig. 6
 188 *P. nudicornis* Borgmeier
 189 6'.— Ovipositor trilobed or not bilobed; Figs. 7-19 7

190

191 Next is an example of a short revised key.

192 [BLANK LINE]

193 Revised key to the *Goniagnathus* species (modified from Viraktamath 2009)

194 [This is another typical 2nd-level heading in a taxonomic paper. It is centered, not left-justified,
195 because it represents the title of the new taxonomic key.]

196 [BLANK LINE]

197 In the key given by Viraktamath (2009), the new species will key in at the couplet no. 5
198 leading to *G. (T.) nemalicus*, *G. (T.) anufrievi*, and *G. (T.) punctifer*. This is to be modified as
199 follows:

- 200 5.— Aedeagus with pair of processes 6
201 5'.— Aedeagus with 2 pairs of processes 7
202 6.— Aedeagus with long processes at midlength; subgenital plants truncate
203 *G. (T.) nepalicus* Virktamath & Gnaneswaran

204 [BLANK LINE]

205 **Discussion** [16 pt bold font]

206 [BLANK LINE]

207 Leave a blank line above and below the heading. Indent (0.5 inches) all paragraphs. The
208 discussion should explain the significance and impact of the results with reference to pertinent
209 literature. However, some taxonomic papers may not include a discussion.

210 [BLANK LINE]

211 **Acknowledgments** [16 pt bold font]

212 [BLANK LINE]

213 Leave a blank line above and below the heading. Indent (0.5 inches) this paragraph. Do
214 not use titles before names. Generally, people precede grants. Spell out institutions.

215 [BLANK LINE]

216 **References Cited** [16 pt bold font]

217 [BLANK LINE]

218 Leave a blank line above and below the heading. Use a **hanging indent** (0.5 inches) as shown in
219 the examples below. Begin each reference on a new line (without a blank line). Put initials of
220 each author after the surname (family name) (e.g., Jones BJ, Smith CA. 2008.). Do not use
221 punctuation except for a comma to separate names of different authors. Do not include “and”
222 preceding the last name in a series. Include all references cited in the manuscript. Provide all
223 information that would allow retrieval of the material including the volume and issue numbers of
224 a journal or the name and location of a book publisher. Spell out journal names (e.g., Annals of
225 the Entomological Society of America). The journal name is followed by the volume number, a
226 colon, and the page range; place a hyphen between page numbers and a period at the end; for
227 example “Florida Entomologist 84: 111-115.” Use sentence case for titles of journal articles,
228 book chapters, reports, and theses. Capitalize major words (but not articles, conjunctions,
229 prepositions, and pronouns) in book titles. Follow the grammar and spelling rules of foreign
230 languages if you are citing original articles (e.g., in German titles, adjectives and adverbs do not
231 have an initial capital letter). The order of the references is alphabetical by 1st author. For 2 or
232 more references by the same 1st author, list first the references with 1 author (in chronological
233 order), then the references with 2 authors (alphabetical by 2nd authors, then chronological), and
234 then the references with 3 or more authors in chronological order. **Examples are:**
235 Jones JL. 2011. The title of a journal article. *Zootaxa* 2777: 30-35.
236 Jones JL, Smith SR. 2012. This is a chapter title, pp. 200-210 *In* White MM, White-Brown AS
237 [eds.], *The Big Bug Book*. Academic Press, London, United Kingdom.

238 Jones JL, Smith SR, White-Brown AS. 2009. The title of a journal article. *Memoirs of the*
239 *Entomological Society of Washington* 99: 223-229.

240 Manning LJ, Erikson AI, Harper D, O'Brien LS, Martin FG. 2014. The title of a journal article in
241 press. *Annals of the Entomological Society of America* (in press).

242 Thomas MC. 2005. An exotic baridine weevil pest (Coleoptera: Curculionidae) of
243 *Amaryllidaceae* in Florida. Florida Department of Agriculture and Consumer Services,
244 Division of Plant Industry, DACS-P-01664, [http://www.freshfromflorida.com/pi/pest-](http://www.freshfromflorida.com/pi/pest-alerts/pdf/amaryllis-weevil.pdf)
245 [alerts/pdf/amaryllis-weevil.pdf](http://www.freshfromflorida.com/pi/pest-alerts/pdf/amaryllis-weevil.pdf) (last accessed 3 Aug 2014).

246 White MM, White-Brown AS [eds.]. 2011. *The Big Bug Book*. Academic Press, London, United
247 Kingdom.

248 Young JJ, Old BC. 2013. Predator-prey dynamics and strategies for control of citrus psyllid, pp.
249 123-130 *In Proceedings of the 5th Meeting of the Florida IPM Working Group*. Orlando,
250 Florida, 9-12 Mar 2013.

251 [PAGE BREAK]

252

253 The reference list is the last part of the text body. Next, present each table on a separate
254 page. **Insert a page break before each table** (i.e., do not hit the “enter” key to insert lines until
255 you reach the next page). When you have inserted all tables (each on its own page), insert a page
256 break and list all figure captions on one page. After the list of figure captions, insert a page break
257 and insert the first figure on the new page. Copy and paste the figure caption so that it appears
258 once more beneath the figure. Repeat this process on a separate page for each additional figure.
259 Refer to the General Manuscripts Formatting Template (posted online:
260 <http://www.flaentsoc.org/auinstr.htm>) for detailed instructions regarding tables and figures. The
261 general format of figure captions and table titles is as follows (note that only “**Fig. 1.**” and
262 “**Table 1.**” are bold):

263

264 **Table 1.** The table title should fully describe the table. It is left-justified and ends with a period.

265

266 **Fig. 1.** The figure caption should fully describe the figure. It is left-justified and ends with a
267 period.

268

269 When you have inserted all figures, insert a page break and **include an author listing**
270 (i.e., a list of all authors of your manuscript). The editor will use this information to prepare the
271 table of contents and the author index. Each name appears on a separate line. Begin with the
272 surname (family name), followed by a comma, followed by all other names or initials in the
273 desired order. See an example on the next page.

274 [PAGE BREAK]

275

276	Author Index
277	Smith, John E.
278	Nukaya, Mitsuo
279	De Souza, Carmen Lucia Moreira