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Virus nomenclature.
Each virus should be identified at least once, preferably in the 'Introduction' or 'Materials and Methods' section, using formal family, genus, and species terms and where possible by using a precise strain designation term as developed by an internationally recognized specialty group or culture collection. Please note that the word type is not used before species designations that include a number. Formal terms used for virus families, genera, and species should be those approved by the International Committee on Taxonomy of Viruses (ICTV): Fauquet, C.M., Mayo, M.A., Maniloff, J., Desselberger, U., and Ball, L.A. (2005) Virus Taxonomy, Classification and Nomenclature of Viruses. Eighth ICTV Report, Academic Press, an imprint of Elsevier. This volume also includes standard abbreviations for species. Once formal taxonomic names have been given in a paper, vernacular terms may be used.

Formal taxonomic nomenclature
In formal taxonomic usage, the first letters of virus order, family, subfamily, genus and species names are capitalized and the terms are printed in italics. Other words in the species names are not capitalized unless they are proper nouns or parts of nouns, for example West Nile virus. In formal usage, the name of the taxon should precede the term for the taxonomic unit; for example; "the family Paramyxoviridae," "the genus Morbillivirus." The following represent examples of full formal taxonomic terminology:


Vernacular Taxonomic Nomenclature
In formal vernacular usage, virus order, family, subfamily, genus and species names are written in lower case Roman script: they are not capitalized, nor are they printed in italics or underlined. In informal usage, the name of the taxon should not include the formal suffix, and the name of the taxon should follow the term for the taxonomic unit; for example "the picornavirus family, the enterovirus genus." One particular source of ambiguity in vernacular nomenclature lies in the common use of the same root terms in formal family, genus or species names. Imprecision stems from not being able to easily identify in vernacular usage which hierarchical level is being cited. For example, the vernacular name "paramyxovirus" might refer to the family Paramyxoviridae, or one species in the genus Respirivirus, such as Human parainfluenza virus 1. The solution in vernacular usage is to avoid "jumping" hierarchical levels and to add taxon identification wherever needed. For example, when citing the taxonomic placement of Human parainfluenza virus 1, taxon identification should always be added: Human Parainfluenza virus 1 is a species in the genus Respirivirus, family Paramyxoviridae. In this example, as is usually the case, adding the information that this virus is also a member of the subfamily Paramyxovirinae and the order Mononegavirales is unnecessary.

It should be stressed that italics and capital initial letters need be used only if the species name refers to the taxonomic category. When the name refers to viral objects such as virions present in a preparation or seen in an electron micrograph, italics and capital initial letters are not needed and the names are written in lower case Roman script. This also applies when the names are used in adjectival form, for instance tobacco mosaic virus polymerase. The use of italics when referring to the name of a species as a taxonomic entity signals that it has the status of an officially recognized species. Please consult: Viral Taxonomy. Ninth Report of the International Committee on Taxonomy of Viruses (ICTV) by Andrew M. Q. King, Elliot J. Lefkowitz, Michael J. Adams and Eric. B. Carstens.
(October 2011) to ascertain which names have been approved as official species names. When the taxonomic status of a new putative species is uncertain or its position within an established genus has not been clarified, it is considered a tentative species and its name is not written in italics although its initial letter is capitalized.

**Origins of bioreagents**

- The origins of bioreagents should be described adequately, including citation of culture collections, companies, or colleagues from whom the bioreagents were obtained. If viruses were collected from nature, the collecting site and procedure should also be properly described. Bioreagents include but are not necessarily limited to virus strains and species, antibodies, and cell lines.

**Footnotes**

- Footnotes should be used sparingly. Number them consecutively throughout the article. Many word processors can build footnotes into the text, and this feature may be used. Otherwise, please indicate the position of footnotes in the text and list the footnotes themselves separately at the end of the article. Do not include footnotes in the Reference list.

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3. Three or more authors: first author's name followed by 'et al.' and the year of publication.

Citations may be made directly (or parenthetically). Groups of references can be listed either first alphabetically, then chronologically, or vice versa.

Examples: 'as demonstrated (Allan, 2000a, 2000b, 1999; Allan and Jones, 1999).... Or, as demonstrated (Jones, 1999; Allan, 2000).... Kramer et al. (2010) have recently shown ...'

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Protocols are to be submitted in the same way as regular articles

**Organization of a Protocol**
Title page:
The title page should contain the following items: (i) complete title (preferably no chemical formulas or arbitrary abbreviations); (ii) full names of all authors; (iii) complete affiliations of all authors; (iv) the number of text pages of the whole manuscript (including figures and tables) and the number of figures and tables; (v) the name and complete address of the corresponding author (including telephone number, facsimile number and electronic mail address); (vi) acknowledgements.

Abstract:
This should provide a concise description of the purpose of the Protocol and should not exceed 200 words.

Keywords:
Please provide 3 - 6 keywords.

Type of research:
In this section, relevant published studies should be described concisely in list form preceded by Roman lower case numeral characters. The published studies should be appropriately cited.

Time required.
An estimation of the time required to run the protocol should be given per separate step and for the whole protocol.

Materials
The materials used should be described in sufficient detail for the protocol to be replicated. Animals used should include information on breed, breeder, sex, age, weight and the maintenance conditions. Furthermore, this section should be divided into two subsections: (i) Special equipment and (ii) Chemicals and reagents. Any special equipment required should be mentioned, including details of model type/number and (international) supplier. The source or supplier of any special equipment should also be stated, in parentheses, after mentioning the equipment for the first time. A listing (preceded by dashes) of chemicals and reagents used in the protocol, should be provided, if applicable. Special chemicals and drugs with their sources or suppliers should be grouped under a separate subheading ("Chemicals" or "Drugs"). For drugs, generic names should be used; trade names may be given in brackets where the drug is first mentioned. In case of new drugs or chemicals, a full chemical description (formula) should be given. The form of the drug used should be indicated.

Detailed procedure.
This section should include an extensive, detailed and stepwise description of the procedures used. The individual steps should be described in list form preceded by Roman lower case numeral characters and correspond with the steps described under Quick procedure. All companies from which chemicals or materials were obtained should be listed with their full address.

Results.
In this section the expected results should be described clearly and concisely, and in logical order without extended discussion of their significance. Results should usually be presented descriptively and be supplemented by photographs or diagrams.

Discussion.
This section should present an assessment of the protocol, problems which may be encountered, and alternative or support protocols. This section should be divided into two parts: (i) Trouble-shooting and (ii) Alternative and Support Protocols. Troubleshooting: Problems that may have been encountered during any of the procedures should be discussed clearly and concisely, and suitable solutions suggested. Alternative methods for replacing certain steps in the protocol should be mentioned in sufficient detail, and clearly indicating at which point in the protocol they should be applied. Alternative and Support Protocols: If applicable, alternative or support protocols should be mentioned, clearly stating the advantages and disadvantages of such protocols and be accompanied by appropriate citation of the literature.

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This should mention certain essential reading divided into original papers, book chapters and review papers. Do not cite the full reference, but just list the reference number. All references cited in the text should be listed at the end of the manuscript, arranged in alphabetical order of the author's surname.

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