



## INSTRUCTIONS FOR PUBLICATION IN THE BULLETIN OF THE BOTANICAL SOCIETY OF ARGENTINA 2018

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### PREPARATION OF MANUSCRIPTS

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*Note: These instructions are updated periodically, check the latest version at*

<https://revistas.unc.edu.ar/index.php/BSAB/about/submissions#authorGuidelines>

*and adapt your article to them before submitting it for consideration in the journal*

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## **PREPARATION OF MANUSCRIPTS**

The article must be original, not previously published, in the same or another language and is not under consideration in another publisher (read scope and editorial policy). Submission implies that its publication has been approved by all co-authors. Papers written in Spanish, Portuguese or English are accepted.

The order of the text should keep the following sequence of chapters:

**Title, Título** (en español), **Abbreviated Title, Author(s)** (includes institutional affiliation, ORCID of each author and correspondence author's email address), **Summary, Resumen** (en español), **Key words, Introduction, Materials and Methods, Results, Discussion and Conclusions, Author Contributions, Acknowledgements** (includes Funding), **Bibliography, References to Figures and Tables**. These chapters will not be numbered. The proposed scheme can be varied but maintaining the order, depending on the subject.

#### GENERAL FORMAT

- ☛ The manuscript must be submitted in Word (.doc, .docx ).
- ☛ Use a normal, single font (e.g., Times New Roman 11), double spacing, justified.
- ☛ CAPITALIZE, **bold**, and *italics* where appropriate. Use italics for genus, species, and infraspecific categories. Genera should be complete when beginning a paragraph and abbreviated in the middle of a sentence.
- ☛ Terms such as *et al.*, *in vitro*, go in italics.
- ☛ Use automatic page numbering and continuous line numbering throughout the document.
- ☛ In all cases, a single space between words and a single "Enter" should be placed at the end of each paragraph.
- ☛ Cardinal points, units of measure and abbreviations do not have a period (e.g. m, cm,  $\mu\text{m}$ , S, N, NO, FAA). To express meters above sea level use "msnm".
- ☛ Abbreviations: must be clarified the first time they are mentioned.
- ☛ In descriptions use the units and symbols of the Metric System, separating the decimals with a period (0.5) if it is in English.

Headings: The title of each chapter (**Summary, Resumen, Introduction, Materials and Methods, Results**, etc.) will be capitalized, bold, and left aligned. Second level subtitles will be capitalized, *italic* and placed next to the left margin. If necessary a third level of subtitles will be aligned to the left in normal letter followed by a colon and on the same line the text of the section.

The legends of the figures and tables must be included on a separate sheet in the manuscript of the work at the end of the text.

Figures should be sent separately from the main manuscript according to specific instructions.

The tables must be made in Excel© and attached as sheets within the same file (\*. xls). Each table must have its number clearly indicated in the header and each data must occupy a cell (not combine them). The legends of the tables with all the references, including all the abbreviations used in them should be at the end of the main manuscript.

## DETAIL OF THE CHAPTERS

TITLES/ TÍTULO (in Spanish for works written in English or Portuguese):

It must be specific, concise and informative, clearly identifying the topic of study. If it includes the name of a specific or generic taxon, the higher taxonomic category to which it belongs will be added in brackets, excluding any plant author names. If it a localized geographical region is mentioned, it should be added in brackets the country and, if necessary, the relevant political subdivision. Avoid abbreviations and numbers. The mention of "1st, 2nd part" or similar text is not accepted.

RUNNING TITLE: Suggest a short title for the page head.

AUTHOR(S), INSTITUTIONAL AFFILIATION, ORCID AND MAIL OF CORRESPONDING AUTHOR

The first name of each author must be written in full capital letters below the title.

Below and differentiated with numbers, the authors' places of work should be stated.

All authors must include the ORCID digital identifier in the initial submission of the manuscript to be considered (<https://orcid.org>).

Finally, indicate with \* (asterisk) the author's email address for correspondence, your email address will appear on the first page of the article, acting as contact author with other interested researchers.

SUMMARY, RESUMEN

In this section you should indicate the background and objective of the study, concise materials and methods, the main results and the conclusions reached. The summary should make sense in its own right. Include a summary in Spanish (Resumen) if the article is in English.

Summary/Resumen should contain a minimum of 200 and a maximum of 250 words each and should be organized into the following four paragraphs: **Introduction and objectives/M&M/Results/Conclusions** and **Introducción y objetivos/M&M/Resultados/Conclusiones** respectively.

The abstract must not contain any abbreviations or references.

KEY WORDS, PALABRAS CLAVES

Between 4 and 7 key words shall be included, sorted alphabetically and separated by commas. It is recommended to re-include relevant terms from the title, as they can be used independently of the Title/Title to locate articles.

## INTRODUCTION

The background of the topic will be presented in order to understand its study and the reasons why it carried out the research. Do not write a review of the literature in your Introduction, but do cite previous studies relevant to the problem. It is recommended that you finish this chapter by specifying the objectives of your study.

## MATERIALS AND METHODS

All studied material must be deposited in a herbarium included in the Index Herbariorum. The acronyms of the herbariums as used in accordance with: Thiers, B. Continuously updated. *Index Herbariorum: A global directory of public herbaria and associated staff*. New York Botanical Garden's Virtual Herbarium.

<http://sweetgum.nybg.org/science/ih/>.

Authors of taxa will be written according to The International Plant Names. <https://www.ipni.org>. They are only indicated the first time they are cited in the text.

- Scientific names (throughout the manuscript): The latin names designating genera, species, subspecies and varieties should be written in italics, except for those heading the description of a taxon, which should be written in bold. Names of families, orders, etc., shall be written in normal script.
- Acronyms: They should be written with the first letter capitalized. They will not be mentioned in the title or the figure legends. They will be included only the first time that the taxonomic categories are mentioned in the text or in the list of studied material.
- Material examined: The data of herbarium specimens must follow a uniform pattern throughout the text. It is suggested to name the administrative divisions in alphabetical order and from greater to lesser, according to the following scheme:

COUNTRY (in uppercase); Province (Prov.); Department (Dpt.); locality or place; date; name and number of the collector; herbarium acronym (in parentheses) as suggested by the Index Herbariorum, as the following example:

ARGENTINA. Prov. Catamarca: *Dpto. Andalgalá*, Andalgalá, verano de 1898, Schickendantz 240 (CORD, LIL). *Dpto. Capital*, Sierra de Ambato (Falda E), cerros en los alrededores de Las Rejas, XII-1960, Ulibarri *et al.* 460 (CORD, SI). BRASIL. Estado de Santa Catarina: *Mun. Caçador*, Rio do Bugre, 7-XII-1962, Klein *et al.* 3449 (HBR).

If the number of specimens is high, it is advised to include only one per locality.

Methods: Subtitle the diverse methodologies (*Upper/lower case, italic and left-aligned*). If they are already established methods, do not describe them in detail, just mention them and cite the source. Only

new methodologies should be described in sufficient detail to allow their reproducibility. Include in this section the nomenclature and abbreviations used, the color tables used, the execution of the figures, etc.

#### RESULTS

Only original data obtained during the course of the research, without bibliographic citations, should be included here. Do not duplicate data in text and tables.

#### DISCUSSION

It will contain a comparative analysis between what was already known about the subject and what was observed by the author, leaving at the end the contribution of the work condensed.

#### CONCLUSIONS

The inclusion of this chapter is highly recommended, although it is at the discretion of the authors and type of work, and may be written along with the Discussion.

#### AUTHOR CONTRIBUTIONS

The contribution of each author should be briefly and concisely indicated in the various aspects of the work: design and conduct of the research; analysis, collection or interpretation of data, preparation of figures, writing of the manuscript. It is recommended to use the CRediT model, available at <http://docs.casrai.org/CRediT>. Of course, it is possible to indicate that all authors have contributed equally.

Example 1: AA and BB designed and conducted the research. CC collected field material and consulted herbaria. All authors participated in the writing of the manuscript.

Example 2: All authors have jointly and equally performed the data collection, interpretation and writing of the manuscript.

#### ACKNOWLEDGEMENTS

In a single paragraph to the person(s) who have provided intellectual, technical (including writing, editing and translation) assistance, or equipment. This section should include details of **funding** received (if any), including the full name of the funding organisation(s) and authors responsible for the grant (initials only).

#### BIBLIOGRAPHY

Citations in the text: bibliographical references in the text should be indicated chronologically. Some examples:

Data agree with Smith & Robinson (1994) and Poggio *et al.* (1993).

The species was extensively studied (Burkart, 1952, 1957a, b; Archangelsky & Petriella, 1971; Romero *et al.*, 2011).

The list of bibliographic references should include only those works cited in the text that have been published or accepted for publication.

Personal communications and unpublished works are only mentioned in the text.

The literature mentioned in the text should be written at the end of the work, in alphabetical order of authors and chronologically when several works by the same author are cited. If there are several authors, only in the first of them the surname precedes the first name; in the rest it is the reverse. Names should be written in capital letters. When the same author is mentioned more than once, his full name should always be repeated. The year of publication should be followed by a, b, etc. when there are several works by the same author in the same year (e.g. 1980a, without space).

*Some examples:*

ROIG, F. A., G. DEMARCO & C. WUILLLOUD. 1980. El límite entre las provincias fitogeográficas del Monte y de la Patagonia en las llanuras altas de San Carlos, Mendoza. *Bol. Soc. Argent. Bot.* 19: 331-338.

MORALES M. & F. CALDERÓN. Lectotipificaciones en *Mimosa* (Leguminosae) del sur de Sudamérica. *Bol. Soc. Argent. Bot.* 53: 51-57.  
<https://dx.doi.org/10.31055/1851.2372.v53.n1.19887>

LPWG. 2017. A new subfamily classification of the Leguminosae based on a taxonomically comprehensive phylogeny. *Taxon* 66: 44-77.  
<https://doi.org/10.12705/661.3>

*Books*

LEWIS G., B. SCHRIRE, B. MACKINDER & M. LOCK. 2005. *The legumes of the world*. Royal Botanic Gardens, Kew, London.

MAHESHWARI, P. 1950. *An Introduction to the Embryology of Angiosperms*. McGraw-Hill, New York.  
<https://doi.org/10.5962/bhl.title.5681>

RICHARDS, A. J. 1997. *Plant breeding systems*. 2nd ed. Chapman and Hall, London.

*Chapters of Books*

DONOGHUE, M. J. & J. A. DOYLE. 1989. Phylogenetic analysis of angiosperms and the relationships of Hamamelidae. In: CRANE, P. R. & S. BLACKMORE (eds.), *Evolution, systematics and fossil history of the Hamamelidae*, pp. 17-45. Clarendon Press, Oxford.

SMETS E. F., L. P. RONSE DE CRAENE, P. CARIS & P. J. RUDALL. 2000. Floral nectaries in Monocotyledons: distribution and evolution. In: WILSON K. & D. A. MORRISON (eds.), *Monocots: systematics and evolution*, pp. 230-240. CSIRO, Melbourne.

GALATI, B. & S. ROSENFELDT. 2014. Observación de granos de polen con Microscopio Electrónico de Barrido (MEB). En: ZARLAVSKY, G. E. (ed.) *Histología Vegetal: Técnicas simples y complejas*, pp. 126-129. Sociedad Argentina de Botánica, Buenos Aires.

NOTE: The DOI should be included where available, in a separate line below the bibliographic reference. It can be obtained by registering at Crossref and uploading its bibliographic list in the available service (it allows searching for up to 5000 references per month): <https://apps.crossref.org/SimpleTextQuery>. It is recommended to transform Roman numerals in Arabic in the numbering of volumes. Do not include issue number(s) after volume.

#### *Web pages*

QUINION, M. B. 1998. Citing online sources: advice on online citation formats [online]. Disponible en: <http://www.worldwidewords.org/articles/citation.htm> [Acceso: 20 October 2005].

#### *To cite online programs of free access:*

R DEVELOPMENT CORE TEAM. 2009. R: A language and environment for statistical computing. R Foundation for Statistical Computing, Vienna, Austria. ISBN 3-900051-07-0, Disponible en: <http://www.R-project.org>.

#### *Abbreviations of journals*

The names of the journals will be in italics and will be abbreviated according to the Botanicum-Periodicum-Huntianum (<http://fmhibd.library.cmu.edu/HIBD-DB/bpho/home.php?link=Home>).

Other web pages for abbreviations:

- ☛ [http://www.wsl.ch/dienstleistungen/publikationen/office/abk\\_EN?letter=A](http://www.wsl.ch/dienstleistungen/publikationen/office/abk_EN?letter=A)
- ☛ [http://kiki.huh.harvard.edu/databases/publication\\_index.html](http://kiki.huh.harvard.edu/databases/publication_index.html)
- ☛ List of Title Word Abbreviations: contiene las palabras de los títulos de publicaciones seriadas procesadas por ISSN y sus abreviaturas: <http://www.issn.org/services/online-services/access-to-the-ltwa>

#### REFERENCES OF FIGURES AND TABLES

All figures and tables shall be numbered with consecutive Arabic numerals, independent for Figures and Tables.

Legends must follow this format:

**Fig. 1.** *Youngia japonica*. **A:** Plant. **B:** Chapter. **C:** Flower. **D:** Anther. **E:** Capitulum. Abbreviations: fi: fibres; r: radius; v: vessel. Scales = A: 2 mm; B-E: 1 mm.

The legends of each table will include a title explaining the components and abbreviations of the table. Example:

**Table 1.** Quantitative parameters of two species of Cyperaceae. Abbreviations= DT: density of trichomes; IE: stomach index.

## FIGURES

They include photographs, maps, graphs and diagrams. All figures should be numbered according to the order in which they are cited in the text. Quotations of figures in the text should conform to these examples: (Fig. 3A, C), (Fig. 3A-D), (Figs. 3G; 4A).

Size: the figures must fit exactly to the final width of a column (7.2 cm) or to the width of the magazine box (15 cm). The length can be extended up to 21.5 cm, if possible reserving space for the legend.

The photographs or drawings must be sent arranged in figures, which must be grouped leaving a vertical margin of 1 mm between them and up to 3 mm of horizontal spacing to place the scale bar. In order to characterize the elements of each figure, capital letters will be used in the lower right corner, and in order to indicate particular details of each photo or graphic, letters or abbreviations in lower case will be used. Use only sans serif fonts e.g. Arial or Helvetica, (do not use serif fonts such as Times New Roman or similar, nor bold or italics). The size of letters is 2-4 mm (8-12 pt) high (verifiable in the printed version respecting the width of a column to 7.2 cm, or full box of 15 cm), keeping these sizes between the different figures and graphics of the article. The typography will be in white or black depending on the background. If there is not a good contrast between the letters and the photos, you should place the capital letters on a white square that highlights it and the lower case letters of minor references on a circle or rectangle with rounded edges (see example).

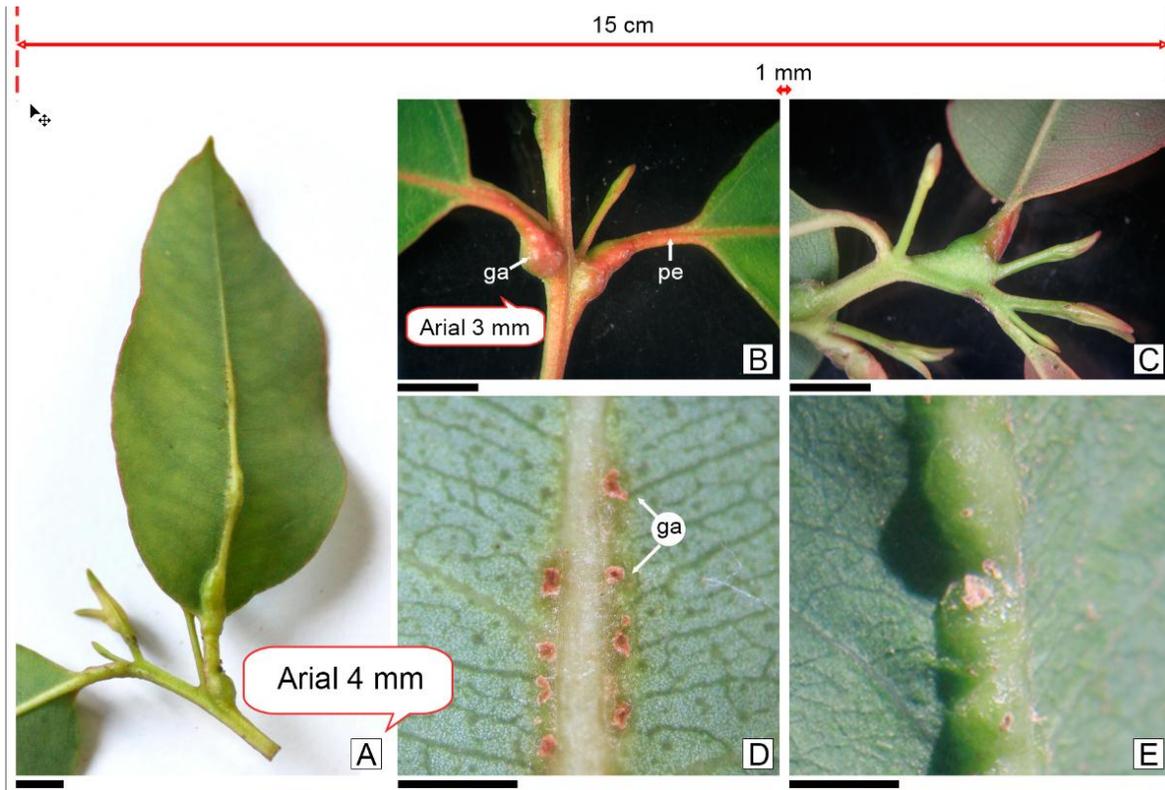
Each photograph/drawing will take the corresponding scale in the form of horizontal bar in the lower left corner, being able to be located on the photo or graph only if it has good contrast, if not to locate it in the space between photos. The text of the scales will be incorporated in the legend of the figures (e.g. Scales = A-B: 20  $\mu$ m) and not on the image.

Photographs should have good focus and high contrast. Adjustments of brightness, contrast, or color balance are acceptable as long as they do not obscure or remove any information from the original.

Incorporate clear symbols into graphics and maps such as circles, triangles, squares, or diamonds, avoiding the use of similar colors (e.g., use "●" - "or").

Each figure, with all the elements arranged in sheets, must be attached as complementary files (separate/individual photographs are not accepted). Image files must be in TIFF or JPG format, with 600 dpi resolution for photographs and 1200 dpi resolution for line graphics or gray scale illustrations.

## Example



In the digital edition of the Bulletin the figures in color do not have cost. The initial shipment will include the color images. Once accepted, authors must send two versions:

- 1) the colour files (for the online pdf version) and
- 2) the same in grey scale (for printed version).

## TABLES

They must be attached as complementary files in Excel format. It is convenient that each table (if more than one) occupies an Excel sheet. The tables are numbered separately from the Figures. Each field should occupy one cell, not merge contiguous cells.

## TAXONOMIC AND/OR NOMENCLATURAL WORKS

Papers should have an Introduction, but some sections such as Results and Discussion are optional.

The nomenclature will be governed by the current International Code of Nomenclature for Algae, Fungi and Plants, available at <http://www.iapt-taxon.org/nomen/main.php>.

Species should be treated as follows: name, description, distribution and habitat, common names, specimens examined, comments or observations (including morphological data, nomenclature, phenology, uses, conservation status). In the case of a new species, a diagnosis may be included as an option before the description.

A paragraph by basonym is used. Synonyms based on different types are placed in separate rows, each beginning with the basonym, followed by another combination (if applicable), and the type citation.

EXAMPLE:

**1. *Heliotropium campestre*** Griseb., *Abh. Königl. Ges. Wiss. Göttingen* 19: 234. 1874. *Euploca campestris* (Griseb.) Diane & Hilger, *Bot. Jahrb. Syst.* 125 (1): 48. 2003. TIPO: ARGENTINA. Prov. Córdoba; en el campo, cerca de Córdoba, P. G. Lorentz 96, verano 1871 (*Holotipo*, CORD 0000 6104!).

*Heliotropium andinum* Rusby, *Mém. Torrey Bot. Club* 4: 224-225. 1895. TIPO: BOLIVIA, vicinity of Cochabamba, 1891, Bang 929 (LECTOTIPO aquí designado GH!; isolectotipos MO!, NY!, F)

### Type material

Data of the nomenclatural type will be located after the bibliographic citation corresponding to each taxon, following the order indicated in the section on Material studied. Heterotypical names should be listed in separate paragraphs, in chronological order, indicating the symbol of equality (=) at the beginning.

The category and the herbarium(s) in which they are deposited should then be indicated, and the specimens examined by the author after the herbarium acronym (e.g. W! o W 29867! o W 00033277! o W [foto!], etc., as appropriate).

If there is no collector number or even no collector to cite, it is necessary to cite, for example, "Krapovickas s.n." or "Without collector".

The name of the categories of standard materials may be indicated in Spanish (*Holotype*, *Isotype*, *Isotypes*, *Lectotypes*, etc.) or in Latin (*Holotypus*, *Isotypus*, *Isotypi*, *Lectotypus*, etc.). In the case of a designation of lectotype, neotype, epitype, this name must be accompanied by the phrase 'here designated' or 'hic designatus' (in accordance with the language used for the 'type') or equivalent phrase according to the International Nomenclature Code (ICN). **It should be noted that the absence of such a phrase, according to the regulations of the RCN, will invalidate the selection of the type.**

For example:

*Gaya eligulata* Krapov., Tressens et Fernández. *Bol. Soc. Argent. Bot.* 16: 97. 1974. Tipo: Brasil. Bahía, Joazeiro, Estação Experimental Manda-carú, 6-IV-1967, Krapovickas 12882 (*Holotipo* CTES!, *isotipo* F!).

Following the previous one with an invented case:

Tipo: Brasil. Bahía, Joazeiro, Estação Experimental Manda-carú, 6-IV-1967, Krapovickas 12882 (*Lectotipo* aquí designado CTES!).

Or, in the event that you have already been designated:

Tipo: Brasil. Bahía, Joazeiro, Estação Experimental Manda-carú, 6-IV-1967, Krapovickas 12882 (*Lectotipo* aquí designado CTES!).

When the type corresponds to an old species, it is recommended to transcribe between quotes the full citation in the original diagnosis in order to complete the data of the corresponding specimen.

The keys will be made following the indented type.

Taxa new to science should be accompanied by an illustration, particularly of their diagnostic characters. It is recommended to include a discussion of their relationships with nearby taxa and a key.

Bibliography accompanying the Latin names of species or genera should not be repeated in the Bibliography section unless it is mentioned in a commentary. The data will be ordered as follows: author; name of the journal or book; volume and number; colon; pagination (only the page where the name is cited); year of publication.

Taxonomic books are abbreviated in accordance with Taxonomic Literature 2: <http://www.sil.si.edu/DigitalCollections/tl-2/search.cfm>

## MANUSCRIPT SUBMISSION

Strict compliance with the instructions facilitate the assessment of papers submitted for publication. If they do not fall within these standards, they will be returned before being considered by the Editorial Committee. The latest issue should be the first guide for authors.

All editorial process is done online, under the Open Journal System (OJS) system. The authors can submit their manuscripts through the web site: <http://revistas.unc.edu.ar/index.php/BSAB/0>

## **EDITORIAL REVIEW PROCEDURE AND POLICY**

Manuscripts are reviewed by experienced specialists in each of the fields of plant biology. Special attention in the new contribution to botanical knowledge of the manuscript will be paid. Manuscripts, after being reviewed by two anonymous peer reviewers, are returned to the authors with their reviews and comments as well as editorial comments.

Final acceptance of the work depends on strict compliance with the requirements of the journal and that the authors provide answers to the comments of the reviewers. Accepted manuscripts are published in the order of receiving them. Authors are expected to respect the objectives and ethics of Argentina Botanical Society.

If material with copyright is reproduced it should be indicated that it has the appropriate permit, which must be submitted with the manuscript, being the sole responsibility of the authors. The Editorial Committee will explore whether there is plagiarism in case of doubt.

Authors are responsible for identify and indicate conflicts of interest that could be perceived as bias in their work, recognizing the financial support obtained.

If a work presents unpublished data belonging from other researchers, a formal note of these authors allowing its use has to be provided.

Corrections to proofs should be limited to typographical errors, avoiding introducing extensive changes to the original. In case they were needed, the extra charge caused by such modifications shall be paid by the author. The cost of color illustrations, if any, will be in charge of the author.