

Instructions for Authors

The Gardens' Bulletin Singapore is a peer-reviewed journal publishing *original papers* and *reviews* on a wide range of subjects: plant taxonomy (including revisions), phytogeography, floristics, morphology, anatomy, as well as horticulture and related fields, such as ecology and conservation, with emphasis on the plant life of the Southeast Asian-Pacific region.

The Gardens' Bulletin is issued twice yearly by the National Parks Board, Singapore. The language used is English. Prior to submission, authors whose first language is not English are advised to have their manuscripts checked by someone fluent or proficient in that language. Contributions must not have been published or be under consideration elsewhere. There are no page charges.

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Manuscripts may be submitted in **electronic form** (Microsoft Word 97-2003 is preferred) together with a hardcopy and good reproductions of drawings and illustrations. Use Times New Roman, 10-point font, single-line or 1.5-line spacing. Do not send in original artwork unless requested by the Editor. Number all pages serially including the title and abstract on the first.

Title and authorship: The title should give a concise description of the contents of the article. If a scientific name is used in the title, it is normally included without authority, but the family name would be provided. Authors' names and affiliations must be stated below the title. If more than one author, indicate "(Corresponding author: (email address))" below the relevant author's affiliation / institutional address. Avoid footnotes.

A short **running title** (up to six words) should also be provided.

Abstract: An abstract of 100–300 words at most should be provided. It should concisely indicate the contents of the article without summarising it, but mentioning if novelties and name changes are included.

Keywords: Suggest at most eight keywords, in alphabetical order.

Scientific names and author abbreviations: Genus and species names of organisms must be italicised and followed by the authority (with family name indicated in parentheses) when first mentioned in the main text or diagnoses. Standards for author abbreviations include:

Brummitt, R.K. & Powell, C.E. (1992) *Authors of Plant Names*. Kew: Royal Botanic Gardens, Kew.

Kirk, P.M. & Ansell, A.E. (1992) *Authors of Fungal Names* [Index to Fungi Supplement]. Wallingford: CAB International.

Herbarium abbreviations follow:

Holmgren, P.K., Holmgren, N.H. & Barnett, L.C. (eds) (1990) *Index Herbariorum. Part I: The Herbaria of the World* [Regnum Veg. vol. 120]. New York: New York Botanical Garden.

Newer entries are listed at <http://sciweb.nybg.org/science2/IndexHerbariorum.asp>.

Journal and book title abbreviations: For journals:

Bridson, G.D.R., Townsend, S.T., Polen, E.A. & Smith, E.R. (eds) (2004) *BPH-2: periodicals with botanical content: comprising a second edition of Botanico-Periodicum-Huntianum*. Pittsburg: Hunt Institute for Botanical Documentation.

For books:

Stafleu, F.A. & Cowan, R.S. (eds) (1976–88) *Taxonomic Literature*. 2nd edition. 7 vols [Regnum Veg. vols 94, 98, 105, 110, 112, 115, 116].

Stafleu, F.A. & Menega, E.A. (eds) (1992–) *Taxonomic Literature*. Supplements [Regnum Veg. vols 125, 130, 132].

(A useful source of verifying names of publications is found in

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Other abbreviations and units of measurement: Standard abbreviations and acronyms may be used in the text, but the full term should be given on first mention. Dates should be cited as: 1 Jan 2000. SI (metric) units of measurement should be used and spelled out except when preceded by a numeral, when they should be abbreviated in standard form: g, ml, km, etc. and not followed by full stops (periods).

Tables: All tables should be numbered in arabic numerals in the order they are first mentioned in the text and carry an indicative legend at the head. Tables are given at the end of the manuscript.

Illustrations: All drawings, maps, graphs and photographic images (individually or collected in a plate) are to be numbered in arabic numerals in the order they are first mentioned in the text, as Fig. 1, Fig. 2, etc. (plate components would be referred to in the text as Fig. 1A, 1B, Fig. 1A–D, etc.). Where relevant, scale bars should be used to indicate magnification. On submitted hardcopies, letterings and other indications for final reproduction must be indicated.

When grouping photographs, the maximum page area 12.5 × 19.5 cm must be taken into account to optimize the space. Colour reproductions will only be considered when they add significantly to information content. High resolution digital images may be submitted as *separate* files (line drawings in black and white at 600 dpi, photographs at 300 dpi) sent electronically with the manuscript. **Do not embed images into the main text file.** All figure captions must be separately assembled at the end of the manuscript.

References in the text: Citation in the text should take the form: King & Gamble (1886) or (King & Gamble 1886), or King *et al.* (1886) if more than three authors to a work. Use 2000a, 2000b, etc. if several papers by the same author(s) in one year are cited.

References listed at the end: Under “References”, works mentioned in the text are listed alphabetically as follows:

Bamboo Phylogeny Group (2005) L.G. Clark Lab: sequencing primers and PCR protocols.

Available from: http://www.eeob.iastate.edu/research/bamboo/pdf/PCR_protocols.pdf.

Dallwitz, M. J., Paine, T. A. & Zurcher, E. J. (1999) User’s Guide to the DELTA Editor.

<http://biodiversity.uno.edu/delta/>

Davis, A. P., Bridson, D. M. & Rakotonasolo, F. (2005) A reexamination of *Coffea* subgenus *Baracoffea* and comments on the morphology and classification of *Coffea* and *Psilanthus*

(Rubiaceae–Coffeeae). In: Keating, R. C., Hollowell, V. C. & Croat, T. (eds) *Festschrift for William G. D'Arcy: The Legacy of a Taxonomist. Monogr. Syst. Bot. Missouri Bot. Gard.* 104: 398–420.

Kress, W. J., Prince, L. M. & Williams, K. J. (2002) The phylogeny and a new classification of the gingers (Zingiberaceae): evidence from molecular data. *Amer. J. Bot.* 89:1682–1696.

McNeill, J., Barrie, F. R., Burdet, H. M., Demoulin, V., Hawksworth, D. L., Marhold, K. et al. (eds) (2006) *International Code of Botanical Nomenclature (Vienna Code) adopted by the Seventeenth International Botanical Congress, Vienna, Austria, July 2005*. Ruggell: A. R. G. Gantner Verlag KG [Regnum Veg. vol. 146].

Persson, C. (2000) Phylogeny of Gardenieae (Rubiaceae) based on chloroplast DNA sequences from the *rps16* intron and *trnL(UAA)-F(GAA)* intergenic spacer. *Nordic J. Bot.* 20: 257–269.

Ridley, H.N. (1930) *The Dispersal of Plants Throughout the World*. Ashford, U.K.: L. Reeve.

Smith, A. C. & Darwin, S. P. (1988) Rubiaceae. In: Smith, A. C. (ed) *Flora Vitiensis Nova, A New Flora of Fiji* 4: 143–193.

References to web-based resources should include either a doi (digital object identifier) specification or full URL mentioning also the date on which the URL was accessed. Use of DNA sequences from GenBank should be acknowledged and the studies for which the sequences were generated should be cited.

Style of nomenclatural summaries: In taxonomic enumerations presenting nomenclatural summaries, the following style is required:

Gardenia anisophylla Jack ex Roxb., Fl. Ind. ed. Carey & Wall. 2: 561 (1824).

Medinilla alternifolia Blume, Mus. Bot. 1: 19 (1849).

If authors wish to include full bibliographic data for these works in the list of references at the end of the paper, they should also be mentioned in the text briefly, e.g., ‘Nomenclatural references researched include Blume (1849) and Roxburgh (1824).’

Homotypic synonyms should be provided in a block, stating the type at the end.

Offprints: Authors will be given 50 offprints *gratis* as well as a pdf of their paper. Those wishing not to have paper offprints should inform the Editor upon acceptance of manuscripts.

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