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THE GARDENS' BULLETIN SINGAPORE

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The title should concisely describe the contents. If a scientific name is used, its authority is normally excluded, but the family name would be provided. Authors' names, affiliations and postal / e-mail addresses are stated below the title. If more than one author, indicate "corresponding author". Avoid footnotes. A short **running title** (up to six words) should also be provided.

Abstract

The abstract should be less than 200 words. It should concisely indicate the article's contents without summarising it; mentioning novelties and name changes.

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 in parentheses) when first mentioned in the text or diagnoses. Standards for author abbreviations should follow IPNI (<http://www.ipni.org/ipni/authorsearchpage.do>) and *Authors of Fungal Names* (<http://www.indexfungorum.org/authoroffungalnames.htm>).

Herbarium abbreviations

Follow 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/ih/>.

Journal and book title abbreviations

Journal article

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*. Pittsburgh: Hunt Institute for Botanical Documentation.

Book

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. & Mennega, E.A. (eds) (1992–). *Taxonomic Literature*. Supplements [Regnum Veg. vols 125, 130,

132].

A useful source for verifying names of publications is:

http://kiki.huh.harvard.edu/databases/publication_index.html. If in doubt, list full titles.

Other abbreviations and units of measurement

If using standard abbreviations and acronyms, give the full term on first mention. Dates are cited as: 1 Jan. 2000 in the list of specimens cited; in the type statements, the month is spelt in full: 1 January 2000. SI (metric) units of measurement are used and spelled out except when preceded by a numeral; they are abbreviated in standard form: g, ml, km, etc. Geographic coordinates should be given in the form 11°46'44.8"N 109°10'44.5"E.

Tables

Tables are 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, Figs 1A–D, etc.). If relevant, scale bars should be used to indicate magnification. When grouping photographs, the maximum page area 19.5 × 13 cm must be heeded.

High resolution digital images may be submitted as separate files:

- i. Line drawings in black and white at 600 dpi (TIFF file preferred)
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Files should be submitted electronically e.g., via WeTransfer. Captions on figures should be added as a layer so that they can be further edited or send both captioned and uncaptioned versions. Do not embed images into the main text file and provide the legends for all figures at the end of the manuscript.

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Style of nomenclatural summaries

The following style is required:

Microchirita rupestris (Ridl.) A. Weber & Rafidah, Taxon 60: 779 (2011). – *Chirita rupestris* Ridl., J. Straits Branch Roy. Asiat. Soc. 44: 60 (1905); Ridley, J. Asiat. Soc. Bengal 74: 766 (1908); Craib, Curtis's Bot. Mag. 136: t. 8333 (1910); Ridley, Fl. Malay Penins. 2: 525 (1923); Henderson, Malay. Wild Fls., Dicots. 349 (1959); Wood, Notes Roy. Bot. Gard. Edinburgh 33: 201 (1974).

If authors 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.

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. When listing citations in parentheses separate with semi-colons: (King & Gamble, 1886; King et al., 1890).

References listed at the end

Journal article

Burtt, B.L. (1954). Studies in the Gesneriaceae of the world: Types and lectotypes of certain genera and groups of lower rank. *Notes Roy. Bot. Gard. Edinburgh* 21: 193–208.

Kiew, R., Ummul-Nazrah, A.R. & Chua, L.S.L. (2011). Conservation status of *Paraboea* species (Gesneriaceae) in Malaysia. *Gard. Bull. Singapore* 63(1&2): 433–450.

Book

Price, L. (2001). *Caves and Karst of Peninsular Malaysia*. Kuala Lumpur: Gua Publications.

Book in a series (including flora volumes)

- de Wilde, W.J.J.O. & Duyfjes, B.E.E. (2016). *Lythraceae. Flora Malesiana*, ser. 1, Seed Plants, vol. 22. Leiden: Naturalis Biodiversity Center.
Noltie, H.J. (2005). *The Botany of Robert Wight. Regnum Vegetabile*, vol. 145. Ruggell: A.R.G. Gantner Verlag.

Book chapter (including taxon treatments in floras)

- Forster, P.I. (2006). The Asclepiad Flora of New Guinea. In: Marshall, A.J. & Beehler, B.M. (eds), *The Ecology of Papua*, pt. 1, pp. 371–378. Hong Kong: Periplus Editions.
Li, P.T., Gilbert, M.G. & Stevens, W.D. (1995). Asclepiadaceae. In: Wu, Z.Y. & Raven, P.H. (eds), *Flora of China*, vol. 16, pp. 189–270. Beijing: Science Press; and St. Louis: Missouri Botanical Garden Press.
Ramlī, M.O. & Meor Abdul Rahman, M.T. (2014). Estimation of sub-surface limestone reserve under idle examining land in Perak. In: Taib, N.I. (ed.), *Proceedings of the National Geoscience Conference 2014*, pp. 183–192. Kuala Lumpur: Geological Society of Malaysia.
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Newspaper article

- Hamit, R. (2014). Logging no longer allowed in forest reserves: MIPR. *Brunei Times*, 23 Mar. 2014, p. A3.

Webpage

- Thiers, B. (continuously updated). *Index Herbariorum: A global directory of public herbaria and associated staff*. New York Botanical Garden. <http://sweetgum.nybg.org/science/ih/>. Accessed 22 Nov. 2016.
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Software

- Maddison, W.P. & Maddison, D.R. (2016). *Mesquite: A modular system for evolutionary analysis*, ver. 3.10. Available from <http://mesquiteproject.org>. Accessed 24 Jan. 2017.

Reference list

Please order alphabetically, then chronologically. If a reference is more than 10 authors, please remove all subsequent authors and insert ‘et al.’

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If there are multiple references by the same first author, please follow the example below (please note that a, b, c, etc. are added to the publication year in the same sequence as used for citation in the text). In particular, note that the order of references where there are three or more authors and the first author is the same is strictly chronological, not alphabetical by second or subsequent authors.

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