

INSTRUCTIONS TO AUTHORS

GENERAL

Botanical Bulletin of Academia Sinica, published quarterly, is sponsored by the Institute of Botany, Academia Sinica, and is open for papers on all aspects of botany. The right of publication in this *Journal* is not restricted to members of the institution and the contributions from research workers worldwide will be welcomed. Paper submitted to this journal should be original and have not been published elsewhere. Papers are accepted in English with Chinese abstract.

Manuscript should be typewritten, double-spaced through, on one side only of white paper 21.1 by 29.6 cm, (A4 paper), with wide margins. Do not underline unless the material is to be set in *italics*. Use capital letters only when the letters or words should appear in capitals in the printed paper. Indent the first line of all paragraphs in the text and of all captions and footnotes. The Author should send the original and two high quality copies of the manuscripts including tables and illustrations to the Managing Editor, **Editorial Office, Botanical Bulletin of Academia Sinica**, Nankang, Taipei, Taiwan 11529, Republic of China.

The style of setting out, sub-division of the text, and layout of tables should conform to that of a current copy of the journal. Manuscripts should be written as clearly and concisely as possible. Papers should be written in correct English, this being the responsibility of the authors. Large bodies of primary data should not be presented, and data may not be presented in both tabular and graphical form.

Short papers making one single interesting point may be published out of order as **Short Communications**. The decision as to whether a paper qualifies as a **Short Communication** rests

with the editors.

The first page should have only the title, the running title, the authors' names, the authors' affiliation(s), the telephone number (or FAX) of the corresponding author, and any necessary footnotes. The next page should contain the **Abstract and Key words**, and the **Introduction** should start on page 3, followed by **Materials and Methods, Results, and Discussion**. After the text of the manuscript, continue numbering of pages containing **Acknowledgements, Literature Cited, Chinese Abstract, Tables, Legends of Figures, and Figures** in that order.

Upon receipt, the manuscript will be given a "received" date and MS No. and be sent for review. The authors are notified of this number. (It is the responsibility of the corresponding author to inform the coauthors of the manuscript's status throughout the review and publication processes.) Authors are notified, generally within 6 to 8 weeks after submission, of acceptance, rejection, or the need for modification; it should be returned to the editor within 2 months; otherwise it may be considered withdrawn.

With regard to this procedure, the instructions below have prepared to serve the authors. If they are carefully followed, the time between receipt and publication will be as short as possible. Failure to follow the instructions may require that the manuscript be returned for correction, with a consequent delay in publication. Neglect of scientific standards or lack of readability may also lead to rejection of the paper. Copies of 'in press' and 'submitted' manuscripts that are important for judgment of the present manuscript should be enclosed to facilitate the review. One copy of each such manuscript should be provided with each copy of the new manuscript.

Review Process

Each submitted manuscript will be subjected to peer review by the editors, members of the editorial board, or qualified *ad hoc* reviewers. Authors will be consulted if the paper is considered suitable for publication but alterations are thought desirable. After these alterations have been included the manuscript must be considered final.

Notification of Acceptance

When a manuscript is decided to be acceptable for publication on the basis of scientific merit, it is scheduled for the next available issue and an acceptance letter that indicates the month of publication and approximate page proof dates is mailed to the corresponding author.

Page Proofs

To accelerate publication only one set of page proofs is sent to the authors. This shows the final layout of the paper as it will appear in the journal. Page proofs will be sent to authors for checking before publication and will include illustrations set in the appropriate place in the type. Proofs will be sent to the first-named author at the address given at the head of the manuscript unless authors have specifically indicated to the contrary.

Proofreading should be limited to the correction of typographical errors, incorrect data, and serious grammatical errors. Important new information that has become available between acceptance of the manuscript and receipt of the proofs may be inserted as an **Addendum in Proof** with the permission of the editor. 'In press' references for which page numbers have become available should be placed in the **Literature Cited** section. Only in

exceptional cases and at the Editor's discretion will it be permitted to make a postscript addition in proof.

The author will be allowed four days in which to return the corrected proof to the Editorial Office. If he fails to do so, the Editor reserves the right to correct the proofs himself and to send the material for publication. This procedure is essential if all the material in a given number is not to be delayed by the late receipt of one corrected proof.

TEXT

To become familiar with the general layout of articles published in *Botanical Bulletin of Academia Sinica*, please consult a current issue of the journal.

Title. Each manuscript should present the results of an independent, cohesive study. Avoid complete sentences, and unnecessary articles. On the title page, include the title, running title (not to exceed 60 characters and spaces), name of each author, address(es) of the institution(s) at which the work was performed, and each author's affiliation or a footnote indicating the present address of any author no longer at the institution where the work was performed.

Abstract. All papers including Short Communications should be preceded by an **Abstract**. An abstract, preferably less than 300 words, will be published at the beginning of each paper; it should contain no discursive matter or reference. Summarize the basic content of the paper. Avoid abbreviations, except for chemical and physical units, diagrams, and references. The scientific name(s) and where applicable, culture and variety of the plant(s) used should be stated in the abstract. When it is essential to include a reference, use the full literature citation but omit the article title. Because the abstract will be published separately by abstracting service, it must be com-

plete and understandable without reference to the text.

Key words. Authors are asked to suggest no more than ten 'keywords' for their article, following the abstract in alphabetical order—characterizing the scope of the paper, the principal plant materials (if not too many, and scientific generic names only) and the main subjects of the work. These will be considered during compilation of the subject index.

Headings. Main heading (**Introduction, Materials and Methods, Results, Discussion, Literature Cited**) should be placed on separate lines.

Subheadings. Material and method sections, Result sections, and tables should be marked for *italic* print.

Scientific names. The complete scientific names (genus, species, and authority, and cultivar where appropriate) must be cited for every organism at the time of first mention. The generic name be abbreviated to the initial thereafter except where intervening references to other genera with same initial could cause confusion. If vernacular names are employed, they must be accompanied by the correct scientific name on first use. Genus and species names and words to be emphasized should be underlined singly, for *italics*.

Units and symbols. The metric system is adopted as standard, the system of units known as the International System Units (SI, System Internatioaal d'Unites) should be used. These will be found in the "U. S. Department of Commerce, National Bureau of Standards, Special Publication 330, The International System of Units, latest editon. If non-standard abbreviations must be used they should be defined in the text. Temperatures may be expressed in degrees Celsius (°C), time in seconds (s), minutes (min), hour (h), day (d), etc. Measurements of the radiation environment should be presented in terms of irradiance or photon irradiance or both, with waveband of

the radiation specified. Photon irradiance units are particularly advantageous in papers concerned with the quantum efficiency of plant photo-processes. Measurements in terms of luminous flux density should be avoided if possible in papers reporting results in photobiology, including photosynthesis. The double solidus must not be used in complex groupings of units; the negative index form is preferred.

Abbreviations. For correct usage of abbreviations, authors should consult the instructions give in Eur. J. Biochem. 79, 1-91. Standard chemical symbols may be used in the text where desirable in the interests of conciseness. For long chemical names and other cumbersome terms; widely accepted abbreviations may be used in the text (e. g., ATP, DNA, etc.); the list of standard abbreviations published each year by The Biochemical Society (Pamphlet—Policy of the Journal and Instructions to Authors) is an acceptable guide for the journal. Abbreviations for the names of less common compounds should also be used, but then the full term should be given on the first mention.

Units of measurement should be spelled out except when preceded by a numeral when they should be abbreviated in the standard form: g, mg, ml, etc. and not followed by full stops. Numbers up to ten should be spelled out in the text when referring to measurements. Fractions are to be expressed as decimals. Numbers higher than ten are to be represented as numerals except at the beginning of a sentence.

Footnotes in the text should be numbered consecutively by superscript arabic numbers in serial order throughout the manuscript except in tables and should be used sparingly.

Literature Citation. Citations in the text should take the form: Yang (1987), Lin and Tsu (1987). If several papers by the same author in same year are cited, they should be lettered in sequence (1987a); (1987b), (Brown,

1986a, b, c), etc., in alphabetically or in chronologically. When papers are by more than two authors, only the first should be named, followed by "et al.", e. g., Chou *et al.* (1987).

In the list of **LITERATURE CITED**, references must be placed in alphabetical order without serial numbering. All citations in the text should appear in the literature list and vice versa. The following standard form of citation should be used, including the title of each paper or book:

a) Articles from journals and other serial publications (e. g., Annual Reviews): author(s), year, title, series as abbreviated in Bibliographic Guide for Editors and Authors (published by the American Chemical Society), volume (in **Boldface**) followed by:, first and last pages.

Chen, L. F. O., M. G. Cheng, and S. C. G. Chen. 1987. Similarity and diversity of seed proteins in rice varieties. *Bot. Bull. Academia Sinica* 28: 169-183.

b) Articles from non-serial collective publications (symposia volumes, encyclopedias, etc.): author(s), year, title followed by "*In*" (*italic*) name(s) of editor(s) followed by "ed(s)", title of the volume, and/or part (volume, part) if appropriate, publisher, location, inclusive pages of article (pp.).

Robinson, S. P. and D. A. Walker. 1981. Photosynthetic carbon reduction cycle. *In* M. D. Hatch and N. K. Boardman (eds.), *The Biochemistry of Plants*, vol. 8, Photosynthesis. Academic Press, New York London Toronto Sydney San Francisco, pp. 193-236.

Marschner, H. 1983. General introduction to the mineral nutrition of Plants. *In* A. Lauchli and R. L. Bielecki (eds.), *Inorganic Plant Nutrition*. Encyclopedia of Plant Physiology, new ser., vol. 15A. Springer-Verlag, Berlin Heidelberg New York Tokyo, pp. 5-60.

(c) Books: author(s), year, title, edition (edn.) if appropriate, publisher as under b).

Salisbury, F. B. and C. W. Ross. 1985. *Plant Physiology*, 3rd edn. Wadsworth, Belmont, California.

Unpublished material and personal communications should only be cited in the text, not in the references. In the text, the initial

and last names of all collaborators should be given where unpublished work is cited. Papers 'in press' may be listed among the references. Authors must give assurances to the Editors that the paper has been accepted for publication. Volume and page numbers can be completed at the galley proof stage. If reference is made to a paper 'in press', a manuscript or proof copy of this should also be submitted.

Chinese Abstract is necessary. Authors who can submit abstracts in both fluent English and fluent Chinese are encouraged to do so. The *Bulletin* may provide the translator for those who do not have the facility in writing Chinese.

TABLES

Tables should be prepared consulting a current issue of the journal and should be numbered consecutively with arabic numbers, and each submitted on a separate sheet with an appropriate legend at the head. Tables must be planned to fit a printed width of either 8 or 16 cm (about 47 to 100 letters and spaces). Horizontal rules should be inserted only above and below column headings and at the foot of the table. Vertical rules should not be used. Each table must be referred to in the text. The preferred position in the text should be indicated. Footnotes to tables should be indicated by lower-case superscript letters, beginning with a in each table. Short tables can frequently be incorporated into the text as a sentence or as a brief untitled tabulation.

ILLUSTRATIONS

The number of illustrations (line drawings wherever possible) should be limited to the minimum needed to clarify the text. Double documentation in figures and tables is not acceptable. Previously published illustrations

are not accepted except under special circumstances.

Requests for color illustrations can be approved only if authors agree to bear the excess costs for reproduction and printing.

For figures original glossy prints or India ink drawing and two copies (Xerox copies or other suitable duplicates of figures) must be provided (one copy for each referee). Figures should be planned to appear with maximum final width of either 8, 12 or 16 cm. Lettering must be provided by the author(s). Letters, numbers and symbols must appear clearly but not oversized. Use a lettering set or other professional-quality device for all labeling. Both axes of graphs must be labeled. Most graphs will be reduced to one column width (8 cm), and all elements in the drawing should be large enough to withstand this reduction. Avoid heavy letters, which tend to close up when reduced, and unusual symbols, which the printer may not be able to reproduce in the legend. A suitable final size for lettering is 1-2 mm after reduction. The figure number and authors' names should be written on all figures, either in the margin or on the back (marked lightly with a soft pencil) and indication of orientation. For micrographs especially, the top should be indicated as well. Figures that are to appear together should be either photographed as a group, or else mounted together on flexible white drawing paper (0.4 mm thick, about 300 g/m²). All figures and groups of figures should be trimmed square to show only essential features and should be of a size permitting direct printing: no more than 8 cm across for column width, no higher than 21.5 cm including caption. (The publisher reserves the right to reduce or enlarge illustrations).

In line drawings, explanations of symbols should be given in the caption to the figure. Grid marks should point inwards; legends to

axes should state the quantity being measured and be followed by the appropriate units in parentheses.

Legends. A typewritten, double-spaced list of legends of all figures must be supplied. Each legend should contain sufficient explanation to be meaningful without cross-referencing. Phrases such as "for explanation, see text" should be avoided. The legends are part of the text and should be listed at the end of the typescript, starting with a new page.

In figure ordinate and abscissa scales (as well as table column heading), avoid ambiguous use of numbers with exponents. Usually, it is preferable to use the appropriate SI symbols (μ for 10^{-6} , m for 10^{-3} , k for 10^3 , M for 10^6 , etc.). A complete listing of SI symbols can be found in the IUPAC 'Manual of Symbols and Terminology for Physicochemical Quantities and Units' (Pure Appl. Chem. 21: 3-44, 1970). Thus, representation of 20,000 cpm on a figure ordinate should be made by the number 20, accompanied by the label kcpm.

When power of 10 must be used, the journal suggests that the exponent power be associated with the number shown. In representing 20,000 cells per ml, the numeral on the ordinate would be '2' and the label would be '10⁴ cells per ml' (not 'cells per ml $\times 10^{-4}$ '). Likewise, an enzyme activity of 0.06 U/ml would be shown as 6, accompanied by the label 10⁻² U/ml. The preferred designation would be 60 mU/ml (milliunits per millilitre).

Electron and light micrographs must be of high quality, printed on glazed papers, and should exhibit high contrast. Arrows, letters and numbers should be inserted with template rub-on letters. Micrographs should have an internal magnification marker and the magnification should also be stated in the legend. Keep in mind the journal page size: 8 cm for single column and 16 cm for a double column (maximum). Submit one photograph of each

continuous-tone figure for each copy of the manuscript; photocopies are not acceptable. If possible, the figures submitted should be the size they will appear when published so that no reduction is needed. When several micrographs are to be combined in a single plate, they should be planned to fit into the area of either one or two columns of text with no further reduction and mounted neatly on a white card base, leaving a narrow gap between each print. Irregular and asymmetrically distributed groups of photographs will not be accepted. Individual plate figures should be lettered, A, B, C, etc., on the mount for insertion on the photograph by the block-maker. Citation in the text should take the form Figure

1A, etc.

Originals

If authors wish to have original illustration returned after publication they should make a specific request when submitting their paper for consideration, and they should supply the address to which artwork should be returned.

OFFPRINTS

One hundred offprints of each article are provided free of charge; additional copies may be obtained at cost price if ordered with the proofs.