

## Editorial collaboration guidelines

1) The articles must be written on sheets of **A4** format, in **Times New Roman** font, character dimension 12, interline 1.5.

2) The articles must not exceed a maximum of **6-8 pages**, except in cases agreed with the editors. A standard folder is **2000 characters**, including spaces, and is equivalent to about one page of text.

3) It is recommended to divide the text into **paragraphs** with the title in bold and all shall be more or less the same length.

4) The articles can be accompanied by **figures**: scientific photos, graphics, tables and ornamental images. The technical and scientific images will be chosen by the author, the decorative ones can be suggested by the author or chosen by the editorial staff.

The illustrations, to be sent in **JPEG** with a minimum resolution of **300 dpi**, clear and legible, for cost reasons will be printed in black and white and never in colours.

The figures will be indicated in the text as "Fig." And followed by the number. Example: Fig. 1 or Figs. 1-5.

**The captions of the figures** must be written in Times New Roman, character dimension 12.

Example: Fig. 1. Specimen of Rosehip in herbarium.

5) The **tables** will be indicated in the text as Tab.1 or Tabb. 1-3.

The captions to the tables must be written in Times New Roman, character dimension 12.

Example: Tab.1. Number of entries for the 2005 competition.

### 6) Presentation of the text.

In the order: a. name and surname of the author. In alphabetical order if there are more than one author b. title of the article; c. article text; d. bibliography; e. Captions of the images and / or tables f. few biographical and professional notes of the Author to be published in the column **NEWS of the AUTHORS** (maximum 3-4 lines).

### 7) Furthermore:

- Illustrations and tables must be sent in a separate file.
- The pages must be numbered, including the bibliography.
- The scientific names of animals or plants must be indicated in italics: example *Rosa canina*, *Canis lupus*.
- Words must not appear in bold, capital letters or underlined in the text.
- One must avoid quoting the words.
- One or two footnotes are allowed for each article (maximum 100 words spaces included).
- Words or data taken from another text and included in the article should be written in italics and followed by the name of the author of the text or data cited, followed by the date of publication of the work, all in brackets. The quoted text should then be inserted in the bibliography.

Example of words quoted to the letter: *I am fully convinced that the species are not immutable* (Darwin C.1859).

Example of data taken from another author's work: Italian vascular flora consists of 6711 species (Conti *et al.*, 2005).

### **8) Bibliography and sitography.**

The articles can include a **short** bibliography (maximum 6-7 significant titles per author) following the indications.

- Buss L. W., 1979. *Meiosis in Canis lupus*. Nature 2, 15:18
- Murgia C., Pritchard H., 2006. *Clonal origin*. Cell 2, 126: 477-487
- Rossi P., 1980. (*Title*). Laterza, Bari.
- Verdi G., 2000. (*Title*). Einaudi, Turin.

It is advisable to mention any **websites** from which the news contained in the article and / or photos were taken.

### **9) Extracts.**

Printed extracts of the published article are not provided; one or more copies of the magazine will be sent to the author. For the authors there is no retribution. The published articles are valid as publications in all cases permitted by law.

### **10) Editorial review.**

The articles will be accepted and published only after revision by the editorial staff, who reserves the right to send back to the author those that do not conform to the style and aims of the magazine.

The editors also reserve the right to correct, modify or reduce the manuscript. Substantial changes will not be made without explicit permission of the Author.

The Author or the Authors are solely responsible for the statements and the accuracy of the data reported in the respective works

### ***IMPORTANT!***

**It is recommended to the Author to send by e-mail along with the article also:**

- **a few biographical notes to be published in the column NEWS of the AUTHORS (maximum 3-4 lines)**
- **the postal address of the location where you want a copy of the magazine to be sent, and the number of copies requested.**
- **A telephone number is also welcome.**