

## Instructions to authors

*Phytologia Balcanica* (Phytol. Balcan.) is an international journal which publishes original scientific articles and communications concerned with the following fields of study: taxonomy or biosystematics of plants and fungi, chorology, floristics, evolution, phytocoenology, palaeobotany, palynology, plant anatomy, embryology, ecology, monitoring, biology and chemistry of medicinal and aromatic plants.

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An electronic version of the paper in English should be submitted to the Editor-in-Chief on the following address: [phytolbalcan@gmail.com](mailto:phytolbalcan@gmail.com)

The manuscript should not exceed 25 standard typewritten pages, including all illustrations. After a satisfactory peer review by at least one expert, the authors will be asked to return within a month the corrected version of the manuscript.

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### The manuscripts should conform to the following requirements:

**1. Title.** The title should be informative and as short as possible. Write the title in bold and use *italics* only for the plant names. Do not add authority to species names in the title; include family name in parenthesis after the species name. Below title, list each author's first name, middle initial and surname. Include a superscription number after an author's name to indicate different addresses after the title. The full postal and e-mail address(es) of the author(s) should be provided immediately after the title and name(s) of the author(s).

- *running title*: the authors must provide a short title, up to 65 characters including spaces, to appear as a header.

**2. Abstract.** The abstract should be written as a single paragraph. It should not exceed 7–8 lines. Do not include authority in the names of the taxa, with the exception of gen. nova, sp. nova, subsp. nova, var. nova, comb. nova, st. nova etc.

**3. Key words.** List in alphabetical order no more than 8 words or phrases identifying the subject matter of the article. Full stop shall not be used after the last key word.

## Text

4. It is advisable to divide the text into: **Introduction, Material and methods, Results, Discussion, Acknowledgements, and References**. Write all main headings in bold.

5. The text must be typed using 12 Times New Roman or Arial, 1.5 line spaced, without underlining, on A4 or equivalent paper format with no less than 3 cm margins on all sides. All pages should be numbered sequentially. The electronic version of the text should not be formatted, except for the italicised scientific plant names and some words or phrases, if any, the authors wish specially to emphasise.

6. **Scientific plant names**, irrespective of rank, should be given in *italics*. The author's name should be written in normal print at least once, when mentioned for the first time in the text or in a table, and should be omitted subsequently. They should be abbreviated in conformity with the *Authors of Plant Names*, Royal Botanic Gardens, Kew (Brummitt & Powell 1992). After the first mention, the generic name should be abbreviated to its initial, except where its use causes confusion.

7. **Bibliographical references in the text** should be cited in the following form: single author: Ivanov (1990) or (Ivanov 1990), Ivanov (in press) or (Ivanov in press), two authors: Ivanov & Petrov (1995) or (Ivanov & Petrov 1995), or if the page is stated: Petrov & Ivanov (1999: 26) or (Petrov & Ivanov 1999: 26), in case of more than two authors: Petrov & al. (1998) or (Petrov & al. 1998), several references by the same author(s) published in the same year: Petrov (2000a, b) or (Petrov 2000a, b). References in the text should be cited in chronological, not in alphabetical order: Petrov (2000), Antonov (2001), Dimitrov (2001), Ivanov (2002), or (Petrov 2000, 2003; Dimitrov 2001; Antonov 2001, 2004; Ivanov 2002, in press). The names of all authors cited in the text shall be written in normal print. All bibliographical references quoted in the text should be listed at the end of the manuscript, under the heading **References**, in a format strictly analogous to the examples below. Material in *preparation* or *unpublished* cannot be included in the reference list, and can only be referred to in the text using the author(s) name(s) followed by "unpubl." or "pers. comm."

8. **Keys**. Dichotomous keys are preferable.

9. **Description of the new taxa**. Authors are responsible for the accuracy of the Latin description or diagnosis and the Editor does not check them. Consult a Latin scholar as well as the latest edition of *International Code of Botanical Nomenclature* permanently.

- **Type specimens** of the new taxa must be deposited in public herbaria, where they are permanently preserved and accessible to other researchers. The herbaria must be cited by their official acronyms, as given in Holmgren et al. (1990) and/or Holmgren & Holmgren: *Index Herbariorum*: <http://www.nybg.org.bsoci/ih.html>. Bulgarian authors are kindly asked to deposit type specimens in the Herbarium of the Department of Plant and Fungal Diversity and Resources, IBER (SOM).

10. **Citing collections**. The list of studied collections must be arranged geographically or alphabetically with respect to the countries; when citing specimens from one country, geographical or floristic region arrangements are preferable (e.g. for Bulgarian collections following the 20 known floristic regions). Whenever available, the floristic region, map coordinates, and elevation should be included, as well as the number of herbarium specimen and the herbarium acronym. The Bulgarian authors are strongly encouraged to deposit the specimens confirming the new chorological data of the taxa in the Herbarium of the Institute of Biodiversity and Ecosystem Research (SOM).

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- **The photographs** (microphotographs, SEM photographs or photographs of fossil samples) and drawings can be also arranged in plates and should be designated by Roman numerals, while the individual photographs are designated by Arabic numerals (Plate I, Fig. 1). Submit all figures in their final size. For all figures the bar scale is given on the figure or in the legend. Any signs and letters in the illustrations must be large enough to be read without problem. Hand-written signs and letters are not accepted.
- **Colour illustrations** will be accepted only for the electronic version of the journal.

**13. Abbreviations** are discouraged except for measurement units recommended by the *International Unit System* (SI), standard chemical symbols, names of chemicals or statistical terms, where these are in general use. Other abbreviations should be spelled out at first mention and all terms must be written out in full when used to start a sentence.

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**16. Special papers.** These are mostly invited papers or reviews of limited scope and will not be reviewed.

**17. Book reviews.** Books for review shall be sent to the Editor-in-Chief.

## 18. References at the end of the article.

- Only published or accepted for publication articles should be included.
- The authors must verify all entries against original sources.
- Citations should be listed in alphabetical order by the first author's surname. Single-author titles precede multiauthored titles by the same senior author, regardless of date.
- Works by the same author(s) should be listed chronologically, beginning with earliest date of publication. No dashes for repeated author's names. Use "a", "b", "c" etc. for works published by the same author(s) in the same year.
- "In press" citation must be accepted for publication and the name of the journal or publisher must be included in the References.
- Titles of papers in languages other than English, German, French or Italian should be translated into English and their original language denoted in brackets, e.g. (in Bulgarian).
- Titles of periodicals should be abbreviated in conformity with *Botanico-Periodicum-Huntianum* (B-P-H), Pittsburgh (Lawrence & al. 1968), and its *Supplementum*, Pittsburgh (Bridson & Smith 1991). The abbreviation of *Phytologia Balcanica* is Phytol. Balcan. If there is no abbreviation, use the full name.
- The number of the volume (**in bold**) and issues (in brackets and normal print) should be written in Arabic numerals, irrespective of their original designation.
- The Bulgarian names should be translated into English in accordance with Transliteration Act, SG, No 19 of 13 March 2009, amend., SG, No 77 of 1 October 2010.
- Insert a period and no space after each initial of an author's name. Write the author's name(s) in **bold** normal print.

## Journal articles

- Doebley, J., Bothmer, R. & Larson, S.** 1992. Chloroplast DNA variation at the phylogeny of *Hordeum* (*Poaceae*). – Amer. J. Bot., **79**(5): 576-584.
- Sax, K. & Anderson, E.** 1963. Segmental interchange in chromosomes of *Tradescantia*. – Genetics, **18**: 53-94.
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Assenov, I. 1982. *Conium* L. – In: Velchev, V. (ed.), *Fl. Reipubl. Popularis Bulgaricae*. Vol. **8**, pp. 99-102. In *Aedibus Acad. Sci. Bulgaricae, Serdicae* (in Bulgarian).

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