

Annual of Sofia University, Faculty of Biology, Book 2 - Botany

Instructions for Authors

Book 2 - Botany of the Annual of Sofia University is issued yearly in one volume. Original papers covering the entire field of scientific botany are published in the journal with special encouragement to the papers of students and young scientists. Reviews may be published with the editors' consent. Papers have to be written in English and must present new and important research findings that have not been published or submitted for publication elsewhere. By submitting a manuscript the author expresses his agreement to transfer all rights of reproduction of any kind, translations and distribution.

Manuscripts can be submitted as electronic file/files (e-mail attachment).

Text, references and figure captions should be submitted as .doc/docx, complicated tables (e.g., in vegetation science) in Excel. Figures can be accepted in .tif or .jpg format (300 dpi required).

The editors decide on acceptance, on the advice of international expert referees, as well as on corrections and alterations of the manuscript thought to be advisable.

In preparing the manuscripts, the authors are kindly requested to adhere to the following instructions.

As a rule, the contributions should not exceed 16 printed pages. If a paper exceeds this limit, the authors are requested to obtain the editors' consent in advance. The text must be accurate and the language correct.

The title of the paper must be concise, but informative, describing the matter of the contribution as well as possible. The authors' given names must be spelled in full, while a middle name should be abbreviated. Subsequently up to 6 key words are to be listed (in alphabetical order). The key words should not repeat those, which already are mentioned in the title. The authors' address(es) should be stated on the first page of the paper below the title. The email of the corresponding author should be indicated by asterisk as a footnote on the first page (*contact:).

The proper paper text must be preceded by an English summary, which should express the important new results precisely and should be limited to 300 words.

The disposition of the paper sections should be in agreement with common use. The „**Introduction**“ should explain the purpose of the work and its relations to other studies in this field. Before the material and method description, optionally, due to author' decision, a chapter „**Studied site/s**“ could be included. Descriptions of materials and methods should provide sufficient information to permit repetition of the experimental work. The origin of the material investigated, methods of preparation and the herbaria in which the vouchers are deposited, should be indicated completely. SI-units are requested. Not commonly used abbreviations should be explained at the end of the chapter "**Material and methods**". The „**Results**“

preferably have to be separated from the „**Discussion**“. The discussion should deal with the interpretation of the results, not only recapitulate them.

The beginning of a paragraph should be indicated by indenting the first line.

The scientific names of the taxa (species and lower ones) must be quoted completely, denominating the name of the genus, species epitheton (if necessary subspecies, cultivar etc.) and the author, when mentioned the first time in the text. Full scientific names, as a rule, should be mentioned in the summary also. If a reference work is indicated, according to which the names are used, then the author names can be left out.

The **Acknowledgments** may be inserted at the end of the text, before the literature references.

References to the works cited are given in the text by the name of the author and the year of publication, e.g., IVANOV 1971, or (IVANOV 1971). In case of unchanged citation certain pages of a paper referenced should be indicated as, e.g., IVANOV & PETROV 2013: 149-151. The abbreviated citation "et al." should be used in the text only in cases where three and more authors are involved (e.g. IVANOV ET AL. 1971). References to the cited works (and only those) are to be arranged alphabetically at the end of the paper, the papers of the same author(s) should be listed in chronological order. The form of citations should conform to general use, as the following examples:

Journals:

IVANOV I. P. & PETROV P. I. 2013. Photosynthetic CO²-fixation pathways. – Ann. Rev. Plant Physiol. 21: 141-263.

Books:

PETROV F. 2000. Grazing in water ecosystems. – In: IVANOV W., STOYANOV H. & PETROV F. (eds.), Water ecosystems, Elsevier, New York. pp. 59-105.

Alternatively, we accept full text citations of journal titles. However, the reference list must be consistent in this regard.

References to manuscripts in preparation and personal communications should not be included in the reference list, except for extremely significant data.

Titles of the papers in cyrillic should be translated (or their relevant German, French or English titles provided by authors in abstracts should be used with indicating of the original language (see the example below). The title of the journal and/or publishing house should be transliterated in case that there is no accepted international journal abbreviation:

PETKOFF S. 1925. La flore algologique du mont Pirin-planina.- Sbornik na Bulgarskata Akademiya na Naukite 20: 1-128 (in Bulgarian, French summ.).

VODENICHAROV D., DRAGANOV S. J. & TEMNISKOVA D. 1971. Flora of Bulgaria. Algae. Izd. Narodna Prosveta, Sofia, 642 pp. (in Bulgarian).

In case of other slavic languages, double titles could be provided (optional):

HINDÁK F. 1996. Klúč na určovanie nerozkonárených vláknitých zelených rias (Ulotrichineae, Ulotrichales, Chlorophyceae) [Key to unbranched filamentous green algae (Ulotrichineae, Ulotrichales, Chlorophyceae)].- Bull. Slov. Bot. Spol., Bratislava, Suppl. 1: 1-77 (in Slovakian).

Footnotes and references to other parts of the paper by page numbers should be avoided.

The required type-setting is as follows: author's names to be set in small CAPITALS, scientific names of any plant taxa (but not the names of plant communities), to be set in *italics*. The literature references are to be treated in the same manner.

In the case of taxonomic keys, the lines must be utilized fully (e.g., ROTHMALERS Exkursionsflora and RECHINGERS Flora Iranica). Indentions of lines (e.g., Flora Europaea) are not admissible.

The number of both tables and illustrations must be restricted to the indispensable amount. Repeated presentation of the same fact by tables and figures will not be accepted. In case of doubt, figures (line drawings) should be preferred.

Figures should be placed in a consecutive order and abbreviated in the text – Fig. 1, or Figs. 3-6.

Figures must be of high quality with sharp lines in drawings and well contrasted in the case of photos. If applicable, figures should be mounted to groups adapted to the type area of 11.3 x 18 cm. In papers with geographical components an outline map of the region of interest should be included.

The authors are urgently requested, to check the legibility of the figures at the final size within the type area of 11.3 x 18 cm and to take into account the effect of the reduction of the figures to this size. Magnifications or reductions should be indicated preferably by a scale bar in the figure. The indication of magnification or reduction factors in the legend is less appropriate.

Colour prints are reproduced at the author's expense only.

Brief legends to the figures (line drawings as well as photographs) should be listed separately after the references with the proper Figure captions. Please add the figures and tables separate from the text document.

The authors are requested to correct the galley proofs carefully and to return them within two weeks to the editors. Only misprints should be corrected.

The authors will receive a pdf-file.

Manuscripts, proofs and any correspondence concerning the editorial matter should be directed to the Editorial Board and/or to the Editor-in-Chief Prof. Dr Maya P. Stoyneva on the following e-mail address: AnnSofUniv2Botany@gmail.com