

Manuscripts can be submitted in German or English; in any case, an English abstract has to be included. Manuscripts should be typed one side of DIN-4 paper, double-spaced and with broad margins. Scientific names of plants of all ranks should be underlined (wavy line) or typed in *italics*, authors of cited literature underlined (straight line) or in SMALL CAPITALS, chapter titles underlined (double line) or typed in **bold** letters. The text should be submitted additionally as a text file on a 3½" disk, preferably in Word-compatible programs (in this case, italics, capitals, and bold letters can be done in the file).

The manuscript should start with title, name of all authors, English title and English abstract; introduction, material and methods, results, discussion, and references should be included and organized within chapters in a meaningful matter. Short contributions can be left without chapters; in floristic papers, the records should be arranged according to the example of SCHNEEWEISS & al., 1998: Fl. Austr. Novit. 5: 67–71.

References should be cited in the text in the following manner: according to MÜLLER (1996), MÜLLER & al. (1997)" or "several records have been published (MÜLLER 1996; MÜLLER & al. 1997)" In the chapter "References" only literature cited in the text is to be included and should be cited in the following manner:

MELZER H., 1987: Neues zur Flora von Steiermark, XXIX. – Mitt. Naturwiss. Ver. Steiermark 117: 89–104.

HESS H. E., LANDOLT E. & HIRZEL R., 1976: Flora der Schweiz und angrenzender Gebiete 1. 2. Aufl. – Basel: Birkhäuser.

BALL P. W., 1968: *Seseli*. – In: TUTIN T. G. & al. (Eds.): Flora Europaea 2: 334–338. – Cambridge (U. K.): Cambridge University Press.

Abbreviations: For citation of public herbaria the abbreviations of Index Herbariorum (HOLMGREN & al. 1990, Regn. Veget. 120) have to be used; abbreviations for private herbaria are to be explained separately. Abbreviations of journals should follow B-P-H (Botanico-Periodicum-Huntianum). Other abbreviations must be explained within the text.

Tables can be included in the text or should be submitted as graphs or drawings, in a state ready for printing. Illustrations should be designed as to be readable after reduction to the size of type area of the journal; the space needed for the caption has to be taken into consideration. Linear bar scales should be included into illustrations to indicate magnification. Graphics should be worked out in Indian ink or printed by a laser printer. Photographs should be glossy, showing good contrast and sharp lines. Subunits of figures should be numbered by numbers or letters ready for press. Each illustration should be numbered by pencil, the corresponding captions should be given on a separate sheet and provided also as a text file.

30 offprints of each article will be supplied free of charge.

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