

# Arachnologische Mitteilungen



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## Instructions to Authors

The journal "Arachnologische Mitteilungen" publishes scientific papers about W-Palaearctic arachnids (excluding mites and ticks) in German or English.

Manuscripts should be submitted to either of the two editors as digital and/or hard-copy version (three copies, printed double-spaced, in 12-point font).

### Form of the printed manuscript

Title, main text, all headings, legends, etc. should be left-justified without indents. The title should be in bold, in normal text; main headings in capitals. Spaces between paragraphs are used only to separate major topics. **Generic** and **species names** must be italicised! All **personal names** in normal text, except in literature citations. These are formatted as small caps. Please do not use symbols to separate numbers in the thousands. **Figures and plates** should be submitted grouped together and numbered consecutively. In the case of submitting solitary figures their arrangement must be obvious in the legends. For **tables** (one or more pages) it is very important that they fit in the type area (14.5 cm, vertical format) and that they are easily readable. **Legends** should be arranged in normal text above the tables (Tab. 1) and beneath the figures (Fig. 1). **Footnotes** cannot be accepted. **Literature citations:** in the text, if there are three or more authors only the first author is cited (SCHULZE et al. 1969). In the eventual literature cited the citations are arranged alphabetically by author and journal names are not abbreviated. Papers with the same author(s) and years are identified by a, b, c, etc.

SCHULZE E. (1980): Title of the article. – Verhandlungen des naturwissenschaftlichen Vereins Hamburg (NF) 23: 6-9

SCHULZE E., G. WERNER & H. MEYER (1969): Title of the article. In: MÜLLER F. (Ed.): Title of the book. Ulmer, Stuttgart. pp. 136-144

SCHULZE E. & W. SCHMIDT (1973): Title of the book. Vol. 2/1. 2. Aufl., Parey, Hamburg u. Berlin. 236 pp.

PLATNICK N.I. (2005): The world spider catalog. Version 5.5. – American Museum of Natural History, Internet: <http://research.amnh.org/entomology/spiders/catalog/index.html> (accessed at [date])

WÖLFEL C.H. (1990a): Title of the Thesis. Diss. Univ. XY, Zool. Inst. I. 136 pp.

WÖLFEL C.H. (1990b): Title of the report. Gutachten i.A. Bundesamt für Naturschutz. (unpubl. ms.)

**Format:** Following a concise title, the next line is the author(s) full name(s). After this follows an **abstract** briefly summarising the main results. Next come a few precise **key words**, sorted alphabetically which supplement the title and abstract (for the purposes of bibliographic databasing). After the literature citations come(s) full name(s) (surname in capitals) and address(es) of the author(s). The publisher accepts no responsibility for the correctness, accuracy or completeness of the article, or for taking into accounts the rights of third parties. The editors reserve the right to make changes as they see fit.

### Electronic versions of the manuscript

The manuscript should be submitted by e-mail in a Microsoft-compatible format, preferably as a WORD- (name.doc) or a Rich-Text- (name.rtf) document. All MS Office graphical elements (e.g. tables) can be embedded in the WORD document. MS EXCEL-graphs should be sent together with their '.xls'-files, as the original data-table is needed for formatting.

Photographs will be printed in 'black and white' half-tone, but should be submitted in colour (RGB), so that they can be embedded as coloured images in the digital separata. All drawings, both half-tones and line drawings, should be submitted as 8bit half-tone images (each 4-5 Megapixels, TIFF- or PSD-file format). Colour fotos can be submitted as JPG-files (e.g. originals from the digital camera). They will be arranged according to their legends along with all other figures submitted with the manuscript. Alternatively the author(s) can submit ready-formatted digital figures. However, in such cases authors should consult the editors with respect to file formats, etc.

**Separata** will be made available to the authors in a digital form (PDF-format, preferably sent by e-mail).

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