

## **DIRECTIONS FOR THE AUTHORS**

The Bulletin of the Natural History Museum in Belgrade is publishing the original scientific papers, preliminary and short reports and overviews from the field of natural sciences.

The Bulletin of the Natural History Museum in Belgrade is published in both electronic and paper forms.

The entry papers that were not prepared according to these rules will not be accepted for printing.

All papers will be judged by competent experts from appropriate fields of science, both from our country and from abroad.

The authors of the papers will be informed on acceptance or rejecting of their paper for printing, as well as on changes and additions according to demands on judges, within six months from the arrival of the paper.

### **Paper manuscripts**

Papers will be published in English. The translation will be provided by author, and proofreading and editing by the Editing board.

The accepted scope of the paper is up to 16 printed pages, including all addendums. Short reports and overviews should not exceed 2 to 3 printed pages.

Manuscripts should be prepared in Microsoft Word for Windows, in font Times New Roman, style Normal, font size 12, line spacing 1.5 lines.

Scientific (Latin) names should be written in *Italic*.

The papers should be sent to the Editing board through e-mail and on a compact disc (CD, DVD).

### **The manuscript of a paper should include:**

- Title of the paper,
- Full names of all authors with the names and full addresses of institutions,
- Abstract (up to 100 words),
- Key words (4-8),
- Introduction,
- Material and methods,
- Results,
- Discussion (in rare circumstances results and discussion may be included in a single chapter),
- Conclusions,
- Literature (only list the sources cited in the text),
- Summary in Serbian (with names and addresses of the authors).

## Literature

Names of the journals cited in the literature section may be either abbreviated according to the “World list of scientific periodicals” or presented by their official full titles.

When citing the literature sources in the text, last name of the author and the year of publishing should be given. Page number of the source is optional. If the number of authors of the cited source is greater than two, only the first author’s name is cited, and it is followed by the abbreviation “*et al.*” Examples: in Wraber (1988); (Velenovský 1891: 264; Diklić *et al.* 1995: 24; Meusel & Jäger 1992).

The entries in the literature list include: last name and first letter of first name of the author, year of publishing, title of paper, title of journal, volume, tome and pages (from-to). Only for the journals of the same name it is necessary to cite the place of publishing, and for the books it is necessary to cite the publisher and the place of publishing.

The titles of the bibliographic references in those world languages that use Latin alphabet are cited in original, while in other conditions it is necessary to use English language.

In short reports, the part dedicated to used literature should be in abbreviated form, without the complete title of the paper.

## Examples

### Papers in journals

- Adamović, Ž. (1949): La liste des Odonates du Muséum d’Histoire Naturelle du Pays Serbe. Bulletin du Muséum d’Histoire Naturelle du Pays Serbe, Ser. B **1-2**: 275-293. [in Serbian, with French summary]
- Kellog, E. (1990): Variation and species limits in agamospermous grasses. Syst. Bot. **15**(1): 112-113.

### Books, manuscripts and publications of monographic character

- Anderson, E. (1949): Introgressive Hybridization. – J. Wiley, New York.
- Karpenko, N. I. (2006): The *Coronilleae* (Adans.) Boiss. tribe (Fabaceae Lindl.) in the flora of Ukraine. – Taras Sevshenko National University, Kiev. (PhD Thesis, manusc.) [in Ukrainian]

### Chapters in books, proceedings and books of abstracts

- Diklić, N., Cincović, T., Kojić, M. (1972): *Fabaceae*. In: Josifović, M. (*ed.*): Flora SR Srbije 4: 254-558. – Srpska akademija nauka i umetnosti, Beograd. [in Serbian]
- Diklić, N., Stevanović, V., Niketić, M. (1995): *Silene fabarioides* Hauskn. (sect. Inflatae, Caryophyllaceae) a new species for Yugoslav flora. In: Randelović, V. (*ed.*): II Simpozijum o flori Srbije. Zbornik rezimea: 26-27. – Tehnološki fakultet u Leskovcu, DD “Zdravlje” Leskovac, Univerzitet u Nišu, Opština Vranje. Vranje. (abstract) [in Serbian]

### Subchapters

- Diklić, N. (1974): *Nepeta* L. [In: Diklić, N., Janković, M. M. (*eds.*): *Lamiaceae* Lindley] In: Josifović, M. (*ed.*): Flora SR Srbije 6: 372-376. – Srpska akademija nauka i umetnosti, Beograd. [in Serbian]

### On-line publications

- Anonymous (2007 [updated Aug.]): The International Plant Name Index (IPNI, The Plant Names Project). [<http://www.ipni.org/index.html>]

## Addendum

Addendums and supplements of a paper (tables, graphs, schemes, pictures etc) should be saved in separate files. The place where the addendums should be placed should be marked in the text. At the special separate page there should be the text for each expected addendum.