

## **OTHER REQUIREMENTS SPECIFICATIONS**

1. Electronic manuscripts, IBM compatible, MS Word for Windows (send diskette/CD and one hardcopy) **ready for printing**, should be submitted to one of the editors.
2. Papers should be written in simple, concise and objective English. Authors whose native language is not English are strongly advised to have their manuscripts checked by an English-speaking colleague prior to submission.
3. No typing errors.
4. "Original Papers" should not exceed 20 single-spaced word processed pages (A4 paper sheets) including tables and figures, with 3,2 cm margin all round, header 2 cm, footer 1 cm, width 21,59 cm, height 27,94 cm. Every page of the manuscript should be numbered; "Short Communications" four pages and "Reviews" two pages.
5. Paper should follow the International Code of Botanical Nomenclature and the International Code of Zoological Nomenclature.
6. Methods must be described shortly but precisely enough to permit replication.
7. The tables, figures, legends and captions, must be included in the desired place in the text, ready for reproduction and restricted to absolute minimum number necessary for documentation. Tables should be numbered with Roman numerals and figures with Arabic numerals, according to their sequence in the text. The text should include references to all tables and figures. Each table and figures should have a brief and self-explanatory title.
8. The illustration are printed only white and black.
9. Avoid footnotes.
10. Subscripts and superscripts should be clear.
11. Spell out numbers "one" through "nine" in expositoty text, but use digits in all other cases if possible.
12. Citations in the text, give name(s) of the Author(s), followed by the year of publication (in brackets). Where there are more than two authors name only the first, followed by et al.
13. Only words to be emphasized and for taxa of generic and sub-generic ranks should be italicized.
14. Abbreviations of journals should follow the Word List of Scientific Periodicals or a similar work.
15. Sequentially arrangement of the manuscris (**use the attached papers, as examples**)
  - a. First sheet should contain:
    - ✓ a brief title;
    - ✓ name(s) and given name(s) of author(s);
    - ✓ full author(s) professional adress(es) and, if possible, e-mail;
    - ✓ keywords;
    - ✓ an abstract of maximum 15 lines or better 11 lines in English, one in French or German and one in Romanian (the editors could provide the translation service for the abstract in Romanian), the abstracts in French or German and in Romanian shoud have a title);
  - b. The following pages should contain in general: Introduction, Materials and Metods, Results, Discussions, Acknowledgments and References. This words should be written with boldface letters.
    - Titles and subtitles should be typed on a separate line without indentation and numbering and with extra space above. Use upper-case letters for primary titles and lower-case lettersfor secondary titles. Other subdivisions are not permitted.
    - Use of the metric system of measurement is preferable. Use the decimal system for precise mesurements and relationships, common fractions for approximations. Use day/month/year sequence for dates: "1 January 2001". Omit space between initials of personal names: "A.L. Smith"
    - Sizes and quantities should be expressed in Système International (SI) units wherever possible. Chemical names should conform with the index guide of Chemical Abstracts.

- references to authors in main text should be presented as follows: (Bănărescu, 1964), (Williams and Hohler, 2000), (Badea et al., 1983);
- references to illustrations and tables should be indicated as follows: (Fig. 1), Fig. 2A, B), (Fig. 3A, 7B), (Fig. 1-7), (Table 2);
- No diagram or table is to exceed one page.
- A scale bar is needed for each map.
- Keep acknowledgements short and place them before references.
- All publications cited in the text should be presented in a list of references following the text of the manuscript. References should be listed alphabetically by authors at the end of the manuscript according to the examples below:

Badea, et al., 1983 — Geografia României I, (in Romanian), Geografia Fizică, Editura Academiei Române, 1983, 1 - 662.

Bănărescu, P.M., 1964 – Pisces - Osteichthyes, (in Romanian), *Fauna R. P. R.*, Ed. Acad. R. P. R., 13, 1 - 959, București.

Williams, J.E. and Hohler, D.B., 2000 – Healthy Streams: Components and Measures, Ax Project, A production of the Bureau of land Management, U. S. Department of Interior.

Each author/first author will receive, 10 free ofprints and one free CD with his paper.

***THE EDITORS***