

## **Australasian Plant Conservation - guidelines for authors**

*Australasian Plant Conservation (APC)* is the quarterly bulletin produced by the Australian Network for Plant Conservation (ANPC), Inc. These guidelines provide information on the scope and general style of the bulletin.

ANPC membership is diverse and includes a range of people and organisations involved in plant conservation including universities, government agencies, local governments, NGOs, environmental consultants, land managers, industry, community groups and botanic gardens.

Articles should be in a style readily accessible to this diverse readership. Please explain any technical terms that are of restricted usage.

Articles are one to two pages (maximum 1200 words, including references and tables).

Adherence to the following guidelines assists considerably in the editing of *APC*.

### **Electronic File Format / Template download**

Please submit articles as electronic files in MS Word or in rich text format (rtf). Send articles, images and logos to the editor, Paul Adam ([editor@anpc.asn.au](mailto:editor@anpc.asn.au)).

The template can be downloaded from our site – [Article Template: http://anpc.asn.au/apc](http://anpc.asn.au/apc)

### **Images and logo attachments**

Authors are encouraged to submit images with articles. If you would like your images to go with a certain block of text please indicate, otherwise they will be inserted where they fit best.

Electronic images need to be at least 300 dpi resolution, CMYK (full colour) submitted in at least the size that they are to be published, in tif, jpg or gif format. Please send each image as a separate file (not embedded in the text). If you have used an excel graph please supply the original excel file separately. All text images are in colour and 8–10 cm wide for half column or 16.5 cm wide for full page. Cover images need to be of high resolution (to be reproduced as A4 image, about 21 cm wide).

If you are unsure of the quality of your images for print and e-version, please note this in your email and our designers will check the images and/or make the required adjustments on your behalf.

### **References**

Please keep referencing to a minimum (no more than five references) and restrict to essential/key references. All items in the reference list must be readily available. Do not cite unpublished reports or conference proceedings unless necessary. Do not give the part number with the journal volume number unless parts are separately paginated (except in Research Roundup). Spell out journal title in full.

### **Spelling**

Use Australian English, so 'colour' not 'color', and use 's' not 'z' in words such as 'organisation', 'recognise' etc.

## Abbreviations

Use: i.e., e.g., but do not use full-stops in abbreviations made up of capital letters. Thus: ACT, ANPC, CALM, EPBC, NSW, WA.

## Common Names and nomenclature

Where available, common names are used. Provide scientific names in brackets after the common name the first time the species is mentioned. Currently accepted scientific name should be used as agreed by the Council of Heads of Australian Herbaria in the Australian Plant Census (<http://www.anbg.gov.au/chah/apc/>).

Common names should be capitalised, as in: Red Box, Grand Spider-orchid, Rainbow Plant.

Following are samples of the new *APC* layout effective from Issue 24(1) – 2015:

<p><b>Title</b> Capital letters only for first word and proper nouns. No full stop at end of title.</p> <p>The name, organisation and state should appear (but no full postal address).</p>	<p><b>Citizen science: Community monitoring of Marri canker disease</b></p> <p>ALEX CHAPMAN<sup>1*</sup>, CIELITO MARBUS<sup>2</sup>, TRUDY PAAP<sup>2</sup>, TREENA BURGESS<sup>2</sup> AND GILES HARDY<sup>2</sup>  <sup>1</sup> Gaia Resources, Leederville, WA.  <sup>2</sup> Centre of Excellence for Climate Change Woodland and Forest Health, School of Veterinary and Life Sciences, Murdoch University, WA.  * Email: alex.chapman@gaiaresources.com.au</p>
<p><b>Names and details of author/s</b> Spell out first names</p>	<p>ALEX CHAPMAN<sup>1*</sup>, CIELITO MARBUS<sup>2</sup>, TRUDY PAAP<sup>2</sup>, TREENA BURGESS<sup>2</sup> AND GILES HARDY<sup>2</sup>  <sup>1</sup> Gaia Resources, Leederville, WA.  <sup>2</sup> Centre of Excellence for Climate Change Woodland and Forest Health, School of Veterinary and Life Sciences, Murdoch University, WA.  * Email: alex.chapman@gaiaresources.com.au</p>
<p><b>Email details</b> Required for at least one author. Listed in a separate sentence (not followed by full-stop).</p>	<p>ALEX CHAPMAN<sup>1*</sup>, CIELITO MARBUS<sup>2</sup>, TRUDY PAAP<sup>2</sup>, TREENA BURGESS<sup>2</sup> AND GILES HARDY<sup>2</sup>  <sup>1</sup> Gaia Resources, Leederville, WA.  <sup>2</sup> Centre of Excellence for Climate Change Woodland and Forest Health, School of Veterinary and Life Sciences, Murdoch University, WA.  * Email: alex.chapman@gaiaresources.com.au</p>
<p><b>Text flow</b> Requires single spacing.</p>	<p>Department of Environment, Climate Change and Water (NSW). (2010) <i>Cumberland Plain Recovery Plan</i>, Department of Environment, Climate Change and Water (NSW), Sydney.</p>
<p><b>Use of subheadings</b> We encourage the use of subheadings. Only the first word and proper nouns should be capitalised.</p>	<p><b>Linking to schools</b></p> <p>Landscape restoration can be quite a technical subject, relating to methodologies, machinery, site preparation,</p>
<p><b>Paragraph style</b> Each paragraph should be separated by a blank line, and not indented.</p> <p>Use one space after each sentence and single 'quotes'.</p>	<p><b>References</b></p> <p>Department of Environment, Climate Change and Water (NSW). (2010) <i>Cumberland Plain Recovery Plan</i>, Department of Environment, Climate Change and Water (NSW), Sydney.</p> <p>Willmot Public School. (2014). <i>Because ecosystems matter: stories of the Cumberland Plain</i>. Office of Sustainability, University of Western Sydney. ISBN 978-1-74108-315-6.</p>

<p><b>Lists with bullets</b></p> <p>It can be useful to present information as lists with a series of bulleted entries as follows:</p> <ul style="list-style-type: none"><li>• the text before the list ends with a colon.</li><li>• one line spacing after each entry.</li><li>• first word of each entry not capitalised.</li><li>• full stop after each entry.</li></ul>	<p><b>Making and placing seedballs</b></p> <p>With the assistance of volunteers, we made four types of seedballs with a range of seed types. These four seedball types contained:</p> <ul style="list-style-type: none"><li>• <i>Eucalyptus</i> species: Apple Box (<i>E. bridgesiana</i>), Broad-leaved Peppermint (<i>E. dives</i>), Red Box (<i>E. polyanthemos</i>) and Scribbly Gum (<i>E. rossii</i>).</li><li>• Species with fluffy seeds: Australian Blackthorn (<i>Bursaria spinosa</i>), Shiny Cassinia (<i>Cassinia longifolia</i>) and Sticky Everlasting (<i>Xerochrysum viscosum</i>).</li><li>• Grasses: Corkscrew (<i>Austrostipa scabra</i>), Red-leg (<i>Bothriochloa macra</i>), Weeping (<i>Microlaena stipoides</i>) and Wallaby (<i>Rytidosperma caespitosum</i> and <i>R. pallidum</i>).</li><li>• Species with hard-coated seeds: Box-leaf, Red-stem and Silver Wattles (<i>Acacia buxifolia</i>, <i>A. rubida</i> and <i>A. dealbata</i>) and Wedge-leaf Hopbush (<i>Dodonaea viscosa</i> subsp. <i>cuneata</i>).</li></ul>
<p><b>Spelling</b></p> <p>Use Australian English, so 'colour' not 'color', and use 's' not 'z' in words such as 'organisation', 'recognise' etc.</p>	<p>There are a vast range of specimen image capture techniques, biological collection management systems (e.g. Specify <a href="http://specifyx.specifysoftware.org/">http://specifyx.specifysoftware.org/</a>, BRAHMS <a href="http://herbaria.plants.ox.ac.uk/bol/">http://herbaria.plants.ox.ac.uk/bol/</a>) and portals and aggregators (e.g. iDigBio 2015, Nelson et al. 2012). A number of institutions and organisations also develop their own image digitisation systems. We chose to partner with the small US company SilverBiology which provides an 'off the shelf' solution for imaging and populating the virtual herbarium database for people without relational database experience.</p>

### Image credits

Each image should have an explanatory caption, which includes the photo credit. Each figure caption should make sense without the need to read the accompanying text. Captions with any scientific names should be in italics. Text for captions should be on a separate page at the end of the text document, and refer to the file name of each image

### References

Department of Environment, Climate Change and Water (NSW). (2010) *Cumberland Plain Recovery Plan*, Department of Environment, Climate Change and Water (NSW), Sydney.

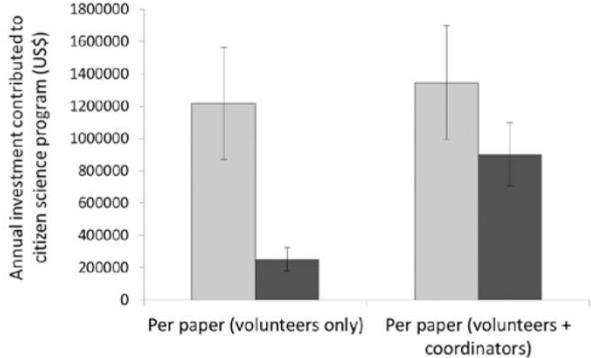
Willmot Public School. (2014). *Because ecosystems matter: stories of the Cumberland Plain*. Office of Sustainability, University of Western Sydney. ISBN 978-1-74108-315-6.



Students from grades three to six revel in the opportunity to install a wildflower meadow under the eucalypt canopy at Willmot Public School. Photos: Rafiqul Huq.



Example specimen image (*Allocasuarina distyla*). Images can be viewed interactively to high resolution using same 'tiling' technology used by Google Earth. Images include custom barcode identification made using a cheap labeller. Photos:N. McCaffrey.

<p><b>Graphs</b> If you have used an excel graph please supply the original excel file separately.</p>	 <p>Annual investment contributed to citizen science program (US\$)</p> <p>Per paper (volunteers only)    Per paper (volunteers + coordinators)</p> <p>Mean (SE) annual investment by volunteers and with coordinators added relative to publication output, in cross-sectional (light grey bars) and longitudinal (dark grey bars) programs. This kind of investment is impossible for the majority of scientific research papers.</p>
<p><b>References</b> Please keep referencing to a minimum (no more than five references) and restrict to essential/key references. All items in the reference list must be readily available. Do not cite unpublished reports or conference proceedings unless necessary.</p> <p><b>Journal articles</b> Do not give the part number with the journal volume number unless parts are separately paginated (except in Research Roundup).</p>	<p><b>References</b></p> <p>Department of Environment, Climate Change and Water (NSW). (2010) <i>Cumberland Plain Recovery Plan</i>, Department of Environment, Climate Change and Water (NSW), Sydney.</p> <p>Willmot Public School. (2014). <i>Because ecosystems matter: stories of the Cumberland Plain</i>. Office of Sustainability, University of Western Sydney. ISBN 978-1-74108-315-6.</p> <p>Broadhurst, L. (2015). <b>Pollen dispersal in fragmented populations of the dioecious wind-pollinated tree, <i>Allocasuarina verticillata</i> (Drooping Sheoak, Drooping She-Oak; Allocasuarinaceae).</b> <i>PLOS One</i> doi: 10.1371/journal.pone.0119498</p>
<p><b>Book review titles</b></p>	<p><b>Photographic Guide to Native Plants of the Australian Capital Territory</b> by Meredith Cosgrove Meadow Argus, 2014 360 pages with colour photographs and maps, 210 x 150 mm Paperback, available from <a href="http://www.meadow-argus.com">www.meadow-argus.com</a></p>