

Text

- Begin on new page.
- Main headings are flushleft in upper and lower case letters and in boldface on a separate line. Secondary headings are flushleft in upper and lower case letters and in italics, followed by a period, dash, and the paragraph text. Tertiary headings are flush left in upper and lower case letters and underlined, followed by a period, dash, and the paragraph text.
- All figures and tables must be cited in the text and must be cited consecutively in numerical order.
- Each reference cited in the text must be in the Literature Cited section, and vice versa.
- Cite literature in the text as follows:
 1. One author: Nobody (1991) or (Nobody 1991).
 2. Two authors: Nobody and Somebody (1991) or (Nobody & Somebody 1991).
 3. More than two authors:
The first time you cite it: Nobody, Somebody & Someother (1991) or (Nobody, Somebody & Someother 1991).
Subsequent citations: Nobody *et al.* (1991) or (Nobody *et al.* 1991).
 4. More than six authors: Nobody *et al.* (1991) or (Nobody *et al.* 1991).
 5. Manuscripts accepted for publication but not yet published: Nobody (in press) or (Nobody in press).
 6. Unpublished materials: S. Nobody (unpubl. data) or (S. Nobody pers. comm. Year).
 7. Within parentheses, use a comma to separate different citations (Nobody 1991, Somebody 1991). Citations should be listed in the order they appear in the reference list (alphabetically, then chronologically).
 8. Use a, b, c, and so forth, for two or more papers by same author(s) in one year (e.g., Nobody 1990a,b, Boom 1985b).
- Cite authors of all names at rank of genus and below where first used in text. Do not repeat author citations after the first name's use. Refer to Authors of Plant Names (Brummitt & Powell 1992) for correct abbreviations.
- Italicize all scientific names at the generic level or below.
- Spell out genus and species the first time used in a paragraph and abbreviate generic name by first initial thereafter in that paragraph. Do not abbreviate genus name at the beginning of a sentence.
- Use *Index Herbariorum* (*Regnum Veg.* Vol. 120. 1990; <http://www.nybg.org/bsci/ih/>) abbreviations to designate herbaria. It is not necessary to cite this publication.
- Do not use footnotes.
- Numbers. Write out one through nine, unless a measurement or in a description. Use comma with more than four digits (1000 but 10,000); 0.5 instead of .5; “%” instead of “percent.” Use 8.0–8.5 and not 8–8.5.
- Abbreviate units of measurements without a period, e.g., km, mm, ft, mi, and so forth; temperatures are as follows: 20°C.
- Write out other abbreviations the first time used in the text and abbreviate thereafter: “Trichome morphology was examined using scanning electron microscopy (SEM).”
- If keys are included, they should be dichotomous and indented. Couplets should be numbered, not lettered, and the numbers followed by periods. Authors of taxa are not included and species are not numbered in the key.
- Specimen citation should include: locality, latitude and longitude when available, elevation, collection date, collector (“*et al.*” when more than two), collector's number, and herbarium(a) of deposit (using abbreviations in *Index Herbariorum*). Countries are cited from north to south; political subdivisions are in alphabetical order within countries; collectors are in alphabetical order within subdivisions.
- Acknowledgments should be brief and to the point.
- Manuscripts dealing exclusively with new geographic records and range extensions of previously known taxa are not of primary interest for the journal. They will be nevertheless considered for publication in a special section of LANKESTERIANA under the collective heading of “New records and range extensions”, according to the availability of space and the phylogeographic significance of the proposed records. Regional extensions within-country are seldom considered for publication in the journal unless of particular relevance.

Literature Cited

- Use hanging indentation.
- Continue page number sequence.
- “In press” citations must have been accepted for publication; give the name of the journal (and volume number if known) or the publisher.
- Insert a space after each initial of an author’s name.
- Insert the year of the publication in parenthesis.
- Do not abbreviate journal names.
- Titles of books are written in lower case except the first word and proper nouns and as required in original language of titles.
- Italicize title of journal and book titles.
- Italicize scientific names in the title of articles.
- Cite literature as follows:
 1. One author: Nobody, A. B. (1991).
 2. Two authors: Nobody, A. B. & Somebody, C. D. (1991).
 3. More than two authors: Nobody, A. B., Somebody, C. D. & Someother, E. F. (1991).
 4. Book chapter: Nobody, A. B. (1991). The effect of light on growth. In: C. D. Somebody (Ed.), *Light and growth* (pp. 209–291). London: Light Press. – or – Nobody, A. B. (1991). The effect of light on growth. In: C. D. Somebody & E. F. Someother (Eds.), *Light and growth* (pp. 209–291). London: Light Press.
 5. Journal article: Nobody, A. B. (1991). The effect of light on growth. *Title of Journal*, 3(1), 15–20. doi: insert DOI when it is available.
 6. Manuscripts accepted for publication but not yet published: Nobody, A. B. (In press). Name of the journal or publisher. The name of the journal where the paper was accepted must be indicated, the volume number should be included if known.
- Please refer to the 6th Edition of APA Formatting and Style Guide for more examples of cited literature.

Tables

- Continue page number sequence.
- Each table must start on a separate page and must be double-spaced. Tables can be printed landscape or portrait. Do not reduce type size of tables. If necessary, continue table on additional pages.
- Portrait tables can be prepared to be printed 1- or 2-column width; plan accordingly.
- The title of the table should be flushed left, preceded on the same line by the word “Table” and an arabic numeral.
- Items on each row must be separated by a single tab.
- Superscripts referring to footnotes should be lowercase letters, not numbers.
- Footnotes should be placed as separate paragraphs at end of table.
- References cited in tables must be included in the Literature Cited.

Figure Legends

- Begin a new page; continue page number sequence.
- All figures (maps, photos, line illustrations) should be in a single sequence, consecutively numbered. Tables are in a separate, consecutively numbered sequence.
- Double-space the legends and group them according to figure arrangements. Do not use a separate page for each group.
- Number figures consecutively with arabic numerals.
- Type legends in paragraph format, e.g.: Figure 1. *Pleurothallis inedita*. A. Habitat. B. Flower. C. Flower dissection. D. Outer floral bract. E. Inner floral bract. F. Petal. G. Column, profile view (left) and 3/4 dorsal view (right). H. Pollinarium. (Drawn from the holotype). Illustration by Who Nobody. Figure 2. *Luisia inedita*. A. Habit. B. Fruit (*Somebody* 567, CR). Illustration by Who Nobody. Note that labels on figure (“A”) should be in upper case and match that on legend. Italicize collector’s name and number.

- The specimen(s) on which the illustrations are based must be noted.
- The author(s) of the illustration must be credited in the figure legend.
- Do not include non-alphanumeric symbols (lines, dots, stars, etc.) in legends; label them on the figure itself or refer to them by name in the legend.

Preparation and submission of illustrations

- Illustrations should be submitted digitally as TIF files (or, exceptionally, in any format that is Adobe Photoshop compatible). Do not submit original artworks. Illustrations in “native application” file formats (e.g., PageMaker, Quark, Excel, Word, WordPerfect, etc.) will not be accepted. Photographs should be scanned at a resolution of 600 dpi; line art, 600 to 1200 dpi. All digital illustrations must be complete, with letters, scale bars, and any other labeling; label figures by press-on letters or symbols or by other mechanical lettering process; labels produced on a typewriter, dot matrix, or inkjet are unacceptable. No modifications of incomplete illustrations or illustration enhancement are provided by the editorial staff.
- Parts of a plate are labeled A, B, C, etc. Letters will be black on a white or light background; white on dark background. They are not placed over a rectangular, contrasting background, but directly on the photograph or the drawing itself, without any frame. Letters will be in Helvetica, Arial, or other sans serif fonts.
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- For all illustrations, color and black-and-white photographs, the electronic files print size should be as close as possible to final published size. Print size may be reduced without loss of quality, but small files cannot be altered to fit larger dimensions.
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- Length of an illustration or plate as published is 8” (205 mm). Allow space in that 8” for the printed caption to appear below the figure. Two widths are possible as published: 1-column is 2.8” (71 mm); full page is 5.75” (146 mm). Final resolution of all the images can not be less than 300 dpi.
- Do not combine photographs and line art.
- When preparing composite illustrations, do not include empty space between the components. Place numbers and/or letters on the illustration itself, not in the margins.
- Magnifications must be indicated by means of scale bars placed directly on the illustrations. Magnifications in the figure legend are not acceptable, and such figures will be returned to the author for scale bars.
- Maps should have a border, an indication of latitude and longitude, and should not have an undue amount of unused area. Distributions of several species with non-overlapping ranges can be placed on one map by using different symbols.
- Illustrations of a new species should show clearly the characteristics that distinguish it.

Conditions for publication

- Authors are not requested to pay page charges.
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What to submit

- A working version of the manuscript, including text and low resolution images (210 dpi JPEGs) must be submitted by e-mail to the Editors at: franco.pupulin@ucr.ac.cr, melissa.diaz_m@ucr.ac.cr, noelia.belfort@ucr.ac.cr and lankesteriana@ucr.ac.cr, pending the submission of a e-link for high-resolution images downloading (i.e., Dropbox or WeTransfer links). Submissions can also be made through a CD or DVD via regular mail (see address above).
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When to submit

- The deadlines to receive manuscripts to be included in the three yearly issues of LANKESTERIANA (April, August and December) are January 1, May 1 and September 1, respectively. Pending the judgment of reviewers and the time to correspond with authors, the editorial staff of LANKESTERIANA is committed to reduce to a minimum the time for articles publication.

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