

Flora of Ecuador – Guidelines for Authors

Flora of Ecuador treats the vascular plants of mainland Ecuador, i.e. does not include the Galápagos Islands. The circumscription of families follows, with occasional deviations, that of Engler's Syllabus (ed. 12, 1954–1964). Each volume treats one or several families, or subdivisions of larger families. Treatments of single genera are accepted only if very large (such as *Ficus*).

Treatments should contain all native and naturalized species known to occur in Ecuador. Taxa suspected to occur should preferably be included if suspicions are strong. Cultivated species can be mentioned or included in the keys, but should be fully treated only if they often occur as adventives in semi-natural vegetation.

Treatments should be based on a revision of all Ecuadorean collections available from major herbaria, the most important being AAU, BM, F, G, GB, GH, K, MA, MO, NY, P, QCA, QCNE, S, SEL, UC, and US. There are also several smaller Ecuadorean herbaria with potentially important collections. It is recommended that also material from adjacent parts of Colombia and Peru is studied.

Each treatment should contain:

1. Description of the family (subfamily, tribe). The description should be brief and focused on diagnostically important characters.
2. Key to genera.
3. Generic descriptions and synonymy.
4. Key to species. Separate keys may be provided for flowering and fruiting material, for male and female specimens, etc.
5. Descriptions of all species treated. Subspecies and varieties may be either formally described or described only in the form of a key.
6. Citation of all specimens seen, or, for very common species, a representative selection of specimens.
7. Illustrations of a representative selection of taxa.
8. Index to scientific names.

It is recommended that taxa are arranged in systematic rather than alphabetic order. Alphabetic order is acceptable, however, when relationships are obscure.

Volumes are edited and published in the sequence and at the rate that manuscripts are submitted and accepted.

Manuscripts should follow the below guidelines. Please note that the Flora of Ecuador guidelines differ in many ways from those of other floras. It is, therefore, strongly recommended that a recent volume of the Flora is used as a model.

Contents and layout

Abbreviations should be consistent throughout the treatment. The following sources are recommended for abbreviations of book and journal titles and authors' names: Stafleu & Cowan, Taxonomic Literature ed. 2; World List of Scientific Periodicals; International Code of Nomenclature for algae, fungi, and plants (Article 46); International Plant Names Index.

Acknowledgements stating financial or moral support, assistance received, etc., should be kept short and be collected under a single heading at the end of the treatment.

Captions should be written on separate sheets and should be intelligible without reference to the text. The source of the illustration should be stated; if original, the specimen(s) it was drawn from should be cited. Note that if an illustration has been used in a previous work, it is not an original from a formal point of view, and credit should be made to the first publisher or the copyright holder. Avoid intricate punctuations in the captions; very little is actually needed and the simplest is usually the most readable.

Descriptions should be concise and preferably not over 300 words, and should be based on Ecuadorean material. They should focus on diagnostically important features, but should not be reduced to differential diagnoses, and should be comparable throughout. Care should be taken when deciding what to include in a family, genus, and species description such that repetition is avoided. Metric units should be used throughout.

Discussions on ecology and phenology may be included after family and genus descriptions, or after specimen citations. They should be brief; if lengthy discussions are necessary they are better published in separate articles.

Distribution. Total distribution of the species should be stated at the end of the specimen citations. Distributions of families and genera may be stated in a paragraph after their respective descriptions.

Doubtful taxa should be treated under a separate heading at the end of the treatment.

Habitats of the species could be briefly described after the specimen citations.

Illustrations. Treatments should be illustrated. The number of illustrations will have to depend on the complexity of the group concerned. Generally, illustration of critical details of a rich sample of species should be favoured over habit drawings of a limited selection. Preferably, however, both kinds should be provided. Both line drawings and photos can be used, and should have a minimum resolution of 1200 ppi (line drawings) or 300 ppi (photos) at final printing size. Submission of least one colour photo per genus or species group is encouraged.

Index. An index of all scientific names should be provided. No page entries should be given in the manuscript.

Keys should be indented and dichotomous. Leads should be designated by numbers.

New taxa and combinations. Publication of new taxa and combinations in the Flora is encouraged.

Nomenclature should be in accordance with the latest available edition of the International Code of Nomenclature for algae, fungi, and plants.

Orthography. English orthography should be consistent and preferably agree with Oxford or Webster's Dictionary and Jackson's Glossary of Botanic Terms. Orthography of Latin names should be in accordance with the ICN.

References. General references may be cited in a separate paragraph before the description of the group concerned. Only taxonomically useful literature should be cited; items of purely historical or nomenclatural interest should not be included.

Specimen citation. As a rule, all specimens should be cited, stating in the following order: locality, coordinates, altitude, date, collector(s) written in small capitals, collection number, and herbaria.

Citations should be in English, except geographical names (such as Río Napo), and with metric units throughout. For very common species, about 100 representative collections should be evenly selected from the provinces where the species occurs. However, it should be clearly stated how many that have been seen, e.g. “250 Ecuadorean collections seen”. When making the selection care should be taken to cite material available in as many herbaria as possible, especially those in Ecuador.

Provinces should be listed in the following order: Esmeraldas, Manabí, Santa Elena, Guayas, Santo Domingo de Los Tsáchilas, Los Ríos, El Oro, Carchi, Imbabura, Pichincha, Cotopaxi, Tungurahua, Bolívar, Chimborazo, Cañar, Azuay, Loja, Sucumbíos, Napo, Orellana, Pastaza, Morona-Santiago, Zamora-Chinchipec. Within provinces collections should be geographically arranged, preferably from north to south and from west to east. When several collections are cited from the same locality, the locality should of course not be repeated. It is strongly recommended that all locality records are localized on an official map to make sure that geographical names are correctly spelled and that localities are placed under the correct province.

Synonymy should include at least synonyms in common use or used in important reference literature. Full synonymy may be given if based on critical revision, but should not be merely copied from a monograph or flora. Lengthy lists of synonyms can often be avoided by a short reference: “For full (extended) synonymy, see... ”.

Nomenclatural (homotypic) synonyms should preferably be cited in sequence and in chronological order after the basionym.

Terminology. It is recommended that a short explanatory paragraph is given if terms are used which are not found in common glossaries, or if commonly used terms are given a particular meaning, being used for example in a more restricted or more general meaning than usual.