

Instructions for authors

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The first submission of a manuscript must be sent in electronic form (e-mail, CD) to the editors (address see Imprint): text and tables in MS Word, figures as TIFF or PDF files.

Manuscripts should be organized as follows: Abstract (in English), Key words, German summary, Introduction, Material and Method, Results, Discussion, Acknowledgements, References, Authors' addresses. Taxonomic publications may follow the traditional scheme. Only the scientific names of genera and species are to be written in italics, names of authors (taxa and references) are to be written in small caps (e.g., *Apatura metis* FREYER, 1829). Names of persons not related to the literature (e.g., collectors, curators) are not to be written in small caps. The use of majuscules (all caps) is not permitted.

The references should only include publications cited in the text (author and year of publication). Listing taxon-authors is optional but encouraged. The formatting of citations and references is to be adapted to the format of the respective latest published issue. Examples:

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Book chapter:

TSHERNYSHEV S.E., 2015: Soft winged flower beetles (Coleoptera: Malachiidae) of the Himalayan region, with notes on the Apalochrini, pp. 389–406. – In: HARTMANN M. & WEIPERT J. (eds.): Biodiversität und Naturlandschaft im Himalaya, Volume V. – Verein der Freunde & Förderer des Naturkundemuseums, Erfurt, 580 pp.

Book:

BOLTON B., 2003: Synopsis and classification of Formicidae. – *Memoirs of the American Entomological Institute* 71: 370 pp.

Online resource:

ANTWEB, 2015: Available from <http://www.antweb.org> [accessed 15 October 2015].

BOLTON, B. 2014: An online catalog of the ants of the world. – Available from <http://antcat.org> [accessed 12 August 2016].

After acceptance of a manuscript all figures must be made available to the editors as TIFF files in printable quality: Line-drawings (black and white, no greyscale) with at least 300 dpi, photographs and other halftone-images with at least 600 dpi resolution. Printing of coloured figures is free of charge for members. Non-members must pay a fee of €30.- per coloured page. Morphological figures must have a scale bar.

Every author receives a proof to correct typing errors; substantial changes to the manuscript are not permitted at this point. The respective editorial deadline will be announced upon sending the proofs. The corrected proofs are to be returned promptly, any corrections arriving after the deadline cannot be considered.

The first author will receive 50 reprints and a PDF of the publication free of charge. Additional reprints cannot be ordered.

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