GAYANA BOTANICA

Instructions for authors

GENERAL

GAYANA BOTANICA, the official journal of the Botanical Society of Chile published by the Universidad de Concepción, publishes one volume per year, divided into two issues.

The journal accepts papers by authors of all nationalities, written in Spanish or English. It publishes original papers on the biology of plants, algae and fungi, in the areas of systematics, taxonomy, floristics, ecology, physiology, morphology, development, conservation, cytology and phytochemistry.

The journal receives original articles, reviews, short communications, book reviews, news of scientific events and obituaries. Book reviews, news and obituaries are published free of charge once accepted.

Systematic, taxonomic, floristic, cytological and phytochemical studies must be supported by material deposited in herbaria or other public collections accessible to the scientific community and registered in *Index Herbariorum*.

Manuscripts must be submitted electronically, exclusively through the journal's editorial platform (https://gayanabotanica.cl), as a Word document (.docx), with figures and tables included at the end of the manuscript or next to their first citation.

The email address gayanabot@udec.cl is for inquiries only; manuscripts are not accepted through this channel.

To expedite the review process, please suggest at least two suitable reviewers (name, institution and email address) when submitting the manuscript. Please also indicate any conflict of interest with a potential reviewer.

ETHICS AND AUTHOR RESPONSIBILITIES

- By submitting a manuscript, the authors declare that the work is original, that it has not been published and is not under consideration by another journal, and that all authors have approved the submitted version. If the work has been deposited as a preprint, please indicate this in the comments to the Editor.
- Including the ORCID identifier of all authors is recommended.
- Generative artificial intelligence tools cannot be listed as authors. Their use (*e.g.,* to improve the writing or to translate) must be declared in MATERIALS AND METHODS or in ACKNOWLEDGMENTS, and the authors are responsible for all content. Data, results or figures generated with these tools are not accepted without the corresponding methodological description.
- State in MATERIALS AND METHODS any collecting, export or genetic resource access permits that apply, and declare any conflict of interest.

MANUSCRIPT REVIEW

After an initial editorial assessment, manuscripts are evaluated by at least two external reviewers through single-anonymous peer review (reviewers know the identity of the authors, but not vice versa). The Editor may reject without external review manuscripts that fall outside the scope of the journal or do not comply with these instructions. Our goal is to communicate a first editorial decision within 60 days, and to publish accepted papers within a maximum of nine months of receipt.

PUBLICATION COSTS

The cost is US$ 45 per page, up to a maximum of 10 pages (US$ 450). No charges apply to additional pages. Payment will be requested once the paper has been accepted, together with the page proofs. Since 2004, members of the Botanical Society of Chile have been entitled to a discount on the total fee.

MANUSCRIPT FORMAT

1. MAIN TEXT

- The manuscript must be written in Times New Roman, size 12, with 1.5 line spacing, left-aligned. Section headings go in capitals (centered) and subheadings (left-aligned) in small capitals (*e.g.,* TREATMENT). Do not underline. The first paragraph of each section is not indented; subsequent paragraphs are.
- Pages must be numbered and have continuous line numbering.
- The title (maximum 20 words) is written in bold, capitalizing only the first word, proper nouns and genus names, in Spanish and in English, regardless of the language of the manuscript.
- Include a short running title (6 to 8 words) in the page header.
- Full names of the authors in upper and lower case, with superscript numbers referring to each author's affiliation (institution, city and country). Mark the corresponding author with an asterisk and provide their email address.
- The text is normally organized as follows: ABSTRACT, KEYWORDS, RESUMEN, PALABRAS CLAVE, INTRODUCTION, MATERIALS AND METHODS, RESULTS, DISCUSSION, ACKNOWLEDGMENTS and REFERENCES. Appendices, if any, follow the references.
- The abstract and the resumen must not exceed 250 words each and must not include bibliographic citations. If the work proposes new names or other nomenclatural acts, mention them in the abstract.
- KEYWORDS AND PALABRAS CLAVE: MAXIMUM FIVE, SEPARATED BY COMMAS; AS FAR AS POSSIBLE, DO NOT REPEAT WORDS FROM THE TITLE.
- Merging RESULTS and DISCUSSION into a single section is not desirable in articles. If they must go together for a better development of the manuscript, then CONCLUSIONS must be included. If, due to special circumstances, the paper must be published in a format different from the above order, consult the Editor before submission.
- Use *italics* for scientific names and Latin expressions.
- The first time a taxon at species rank or below is cited, its full scientific name, including the author, must be given. Author names are abbreviated according to *R.K. Brummitt & C.E. Powell (eds.), Authors of Plant Names* (also in IPNI https://www.ipni.org/).
- If in doubt about formatting, use the articles in recent issues of *Gayana Botanica* as a model.

2. FIGURES

- Figures (graphs, drawings and photographs) are numbered consecutively with Arabic numerals, in the order in which they are cited in the text.
- Plates (composite figures) must be prepared by the authors and submitted as a single file. Each panel must be labeled with lowercase letters and cited in the text in sequence (*e.g.,* Figs. 1a, 1b, 1c).
- Within figures, use a sans-serif typeface (*e.g.,* Arial, Helvetica), with the same typeface and similar sizes in all figures of the manuscript.
- Do not frame graphs.
- Drawings must be high-contrast, with lines of appropriate thickness for reduction, and include a scale bar. Photographs of specimens must also include a scale bar; do not state magnifications in the caption, as they change when the figure is reduced.
- Use the units and symbols of the Metric System, separating decimals with a comma (0,5) if the text is in Spanish, or with a point (0.5) if it is in English.
- For review, figures with a resolution good enough to evaluate the work are sufficient.
- Once the manuscript has been accepted, each figure must be submitted as a separate file: maximum-quality JPG for photographs and PNG for graphs, maps, drawings and plates with text. Figures must be at least 2000 pixels on their longest side (3000 pixels for line drawings and plates with fine detail). Do not enlarge images with software, as this does not improve their resolution. Name each file with the surname of the first author and the figure number (*e.g.,* Perez_Fig1.jpg).

- Figure captions are written in Spanish and English in the same paragraph, separated by a slash (/), and begin with the word FIGURE and its number (*e.g.,* FIGURE 1. Habit. / Hábito.).
- Captions should be concise but informative enough that readers do not need to consult the text to understand the figure, and are placed at the end of the manuscript. If the photographs were not taken by the authors, credit their author at the end of the caption.

3. TABLES

- Tables are numbered consecutively with Arabic numerals and carry above them a descriptive caption in Spanish and English, separated by a slash (/), beginning with the word TABLE and its number.
- Captions should be concise but informative enough that readers do not need to consult the text of the article to understand the table.
- Tables must be created with the Word table editor (do not use spaces or tabs to create tables).
- Each table must be placed on a separate page. Do not submit tables as images.

4. MATERIAL EXAMINED

- Data on the material studied must be given in the following order: Country (in capitals); Region; Province (Prov.), where applicable; locality; coordinates; elevation; date; collector's surname and number; acronym of the herbarium where the material is deposited (in capitals and in parentheses), followed by the accession number, if any. Example: CHILE, Atacama Region, Prov. Huasco, road from Vallenar to San Félix, km 45, 1280 m, 24-VII-1984, Pérez & Rojas 693 (CONC).
- If many species or specimens are treated, include at the end of the article, after the References, an index of scientific names and an index of the material examined, the latter arranged alphabetically by collector, followed by the collection number and the number of the taxon in the text. The names (including initials) of the first and second collectors must be given, using "*et al.*" if there are three or more.
- Herbarium names are abbreviated according to *Index Herbariorum* (https://sweetgum.nybg.org/science/ih/).
- Geographic coordinates are written in degrees, minutes and seconds (*e.g.,* 36°49'40" S; 73°02'15" W).

5. VOUCHERS, GENETIC SEQUENCES AND DATA

- If the article presents original data, the herbarium where the voucher or reference specimen is deposited must be cited, with its accession number.
- Nucleic acid or protein sequences of 50 nucleotides or more must be deposited in a public database (GenBank, ENA or DDBJ), and their accession numbers must be included in the manuscript before acceptance.
- Authors are encouraged to deposit the data supporting the work (*e.g.,* morphological matrices, alignments, occurrence records) in public repositories (*e.g.,* GBIF, Zenodo, Dryad) and to state this in a DATA AVAILABILITY section, before the REFERENCES.

6. CITATIONS AND REFERENCES

- The References must include only works cited in the text, in alphabetical order by the surname of the first author, unnumbered and with a hanging indent.
- Do not abbreviate journal names.
- Include the DOI of all works that have one, as a full link (https://doi.org/…).
- Include all the authors of each reference; only if there are ten or more, cite the first nine followed by *et al.*
- In-text citations must include the author's surname and the year, with no comma between them (*e.g.,* Smith 1952); if there is more than one year, they are separated by commas (*e.g.,* Smith 1952, 1956, 1960). Two authors are joined by & (*e.g.,* Marticorena & Quezada 1985). If there are more than two

authors, only the first is cited, followed by *et al.* (*e.g.,* Stuessy *et al.* 1991). Several works by the same author(s) in the same year are distinguished by letters added after the year (*e.g.,* Reich *et al.* 1998a, 1998b, 1998c). Multiple citations are ordered chronologically and separated by semicolons (*e.g.,* Marticorena & Quezada 1985; Stuessy *et al.* 1991).

REFERENCE FORMAT:

ARTICLES:

Ruiz, E., Crawford, D.J., Stuessy, T.F., González, F., Samuel, R., Becerra, J., Silva, M. 2004. Phylogenetic relationships and genetic divergence among endemic species of *Berberis*, *Gunnera*, *Myrceugenia* and *Sophora* of the Juan Fernandez Islands (Chile) and their continental progenitors based on isozymes and nrITS sequences. Taxon 53(2): 321-332. https://doi.org/10.2307/4135611

BOOKS:

Cooke, R.C., Whipps, J.M. 1993. Ecophysiology of Fungi. Blackwell Scientific Publications, London. 337 pp.

Fox, J., Weisberg, S. 2018. An R companion to applied regression. Third edition. Sage, Thousand Oaks, CA. 608 pp.

EDITED BOOK CHAPTERS:

Stuessy, T., Taylor, C. 1995. Evolución de la flora chilena. In: Marticorena, C., Rodríguez, R. (Eds.) Flora de Chile. Vol. 1: 85-118. Ediciones Universidad de Concepción, Concepción, Chile.

THESES (ACCEPTABLE ONLY WHEN NO ALTERNATIVE SOURCE IS AVAILABLE):

Cruz, G., Lara, A. 1981. Tipificación, cambio de estructura y normas de manejo para Ciprés de las Guaitecas (*Pilgerodendron uviferum* (D.Don) Florin) en la Isla Grande de Chiloé. Tesis Ingeniería Forestal. Facultad de Ciencias Forestales, Universidad de Chile, Santiago, Chile. 215 pp.

WEBSITES (ACCEPTABLE ONLY WHEN NO ALTERNATIVE SOURCE IS AVAILABLE):

Shackle, L. 1998. Citing Electronic Resources. Arizona State University Libraries. http://www.asu.edu/lib/noble/library/cit_elec.htm. Accessed: September 24, 2023.

SOFTWARE

R Core Team. 2023. R: A Language and Environment for Statistical Computing. R version 4.3.1. The R Foundation for Statistical Computing, Vienna, Austria. https://www.R-project.org/

*Do not cite conference abstracts.

*When citing a book, only include the edition when it is different from the first edition.

ACKNOWLEDGMENTS

A maximum of 30 words is allowed. Funding sources (with the project code) do not count toward this limit; they must be stated after the acknowledgments, but in the same paragraph.

TAXONOMIC STUDIES

- Nomenclature follows the International Code of Nomenclature for algae, fungi, and plants (Madrid Code, 2025).
- The bibliographic citation of taxa and their synonymy must be written as shown in Example 1.
- Species are treated as follows: name and synonymy, type, Latin or English diagnosis (for new taxa), description, distribution and habitat, material examined and comments. For new taxa, an etymology and, if possible, a preliminary assessment of conservation status according to the IUCN criteria are added. For the comments, the following order is suggested: diagnostic characters, differences from similar species, distribution and ecology, nomenclature and typification, and uses.
- If the author of the article makes a lectotypification, the phrase "designated here" must be used ("aquí designado" in texts in Spanish). If the typification was made earlier, cite where it was made (*e.g.,* lectotype designated by Smith 1952: 25).
- The exclamation mark is used for type specimens examined, and types not seen are indicated as such (*e.g.,* CONC!, SGO not seen).

Example 1: *Acaena venulosa* Griseb. Syst. Bemerk. 30, 1854. *Acaena laevigata* W.T.Aiton var. *venulosa* (Griseb.) Reiche, Anales Univ. Chile 98: 171. 1897. *Acaena magellanica* (Lam.) Vahl subsp. *venulosa* (Griseb.) Bitter, Biblioth. Bot. 17(74): 168. 1910. *Acaena magellanica* (Lam.) Vahl subsp. *venulosa* (Griseb.) Bitter var. *glabrescens* Bitter, Biblioth. Bot. 17(74): 168. 1910. TYPE: Chile. "Penins. Brunswick: in collibus pr. Sandy Point, m. Octobri." *Lechler 978c* (lectotype, designated here, M!; isotype B!).

- Synonyms based on different types are placed in separate paragraphs, each beginning with the basionym, followed by other combinations (if applicable) and the citation of the type.
- A Latin or English diagnosis for each new taxon is preferable to a complete description.
- In descriptions, use the units and symbols of the Metric System, separating decimals with a comma (0,5) if the text is in Spanish, or with a point (0.5) if it is in English.
- Identification keys must be dichotomous, indented, and include only accepted taxa.

SHORT COMMUNICATIONS

In addition to articles, *GAYANA BOTANICA* invites the submission of Short Communications of up to 2000 words, counted from the main text to the acknowledgments (excluding the references). This format is recommended for publishing specific observations of regional interest, new records and range extensions, comments on other articles published in the journal, and compact studies based on few variables.

- Includes Title (in English and Spanish), author(s), affiliation(s), Abstract and Keywords (in English), Resumen and Palabras clave (in Spanish), main text, Acknowledgments (optional) and References.
- The title must be in Spanish and English and must clearly express the essence of the work; *e.g.,* ***Stellaria chilensis*** **Pedersen in Chile and its synonymy**
- Abstract and Resumen must not exceed 80 words each.
- Keywords and Palabras clave: maximum three.
- Figures and Tables: the manuscript may include at most one Figure and one Table; exceptionally, it may include more. If the table is very long, it may be included in an appendix.
- Appendix: other tables and figures that are not essential to understand the work, but that provide relevant information, may be included in an appendix.
- Authors and their affiliations are presented in the same way as in articles.
- References are presented in the same way as in regular articles.

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