

Instructions for Authors

> General Information

Arthropod Systematics & Phylogeny (formerly *Entomologische Abhandlungen*) is a scientific journal published by the Museum of Zoology Dresden (Museum für Tierkunde Dresden, MTD). There are two issues per year, published in June and December. Individual papers may be published electronically prior to the print version.

The official homepage of the journal is at www.arthropod-systematics.de.

Papers submitted for publication should deal with insects, crustaceans, myriapods, chelicerates, or onychophorans. Research fields covered by *Arthropod Systematics & Phylogeny* are the taxonomy, morphology/anatomy, phylogeny (molecular or morphology-based), historical biogeography, and palaeontology of arthropod taxa. Original contributions as well as review papers are welcome. Descriptions of new taxa should be integrated into a proper context (e.g. complete revision of a taxon, phylogenetic or biogeographical framework). Only manuscripts in English language will be considered for publication.

Submission of a manuscript implies that the same work has not been published or submitted elsewhere. We ask authors to carefully follow the directives given below. For details of style going beyond the explanations therein, please consult a recent issue of *Arthropod Systematics & Phylogeny* (vol. 64 or later). It is anticipated that prior to submission authors make every effort to make the text concise and linguistically correct. Manuscripts not conforming with the directives listed below or requiring extensive linguistic improvement are liable to be returned to the author(s). The printing format of *Arthropod Systematics & Phylogeny* is A4 (210 mm × 297 mm), the type area is 165 mm × 250 mm.

All manuscripts will be reviewed by two referees. Both the author(s) and the referees will be kept anonymous. Mainly based on their reports the editors-in-chief and/or other members of the editorial board decide whether a manuscript will be accepted for publication. Members of the editorial board may also act as

referees. When the review procedure is completed, the review documents and the editors' statement of (non-)acceptance will be sent to the corresponding author. If a manuscript requires major revision, final acceptance may only be decided after a revised version of the manuscript has been received and checked by the editors and/or the referees.

By submission of a manuscript to *Arthropod Systematics & Phylogeny*, authors give permission to the publisher to publish their contribution and accept the copyright note of the journal. There are no page charges, and no royalties will be paid to authors. Fifty reprints of each paper are free of charge. Additional reprints may be ordered during the editing procedure. Furthermore, authors will receive PDFs of their published papers free of charge and are welcome to further distribute them for non-commercial purposes. The PDFs will also be accessible at www.arthropod-systematics.de (open access) and if the author agrees may be published online prior to the printed version (usually soon after the changes from the page proof stage have been incorporated). Authors are permitted to post a PDF of their own articles, as provided by the publisher, on their personal web pages or the web page of their institution. Any commercial use is excluded. It is anticipated that authors submitting a manuscript to *Arthropod Systematics & Phylogeny* accept these rules.

Manuscripts and all related correspondence should preferably be sent by e-mail to

journal@arthropod-systematics.de
(up to 15 MB per message)

Alternatively, digital media can be sent by mail to

Klaus-Dieter Klass or Christian Schmidt
Museum für Tierkunde
Staatliche Naturhistorische Sammlungen Dresden
Königsbrücker Landstrasse 159
01109 Dresden
Germany

> Detailed instructions

Text

Leading pages. A manuscript should begin with a **Title Page** including an informative and concise title; a running title including up to 45 characters; all authors' full names, home institutions with full postal addresses, and e-mail addresses; and an indication of the corresponding author. This should be followed by an **Abstract Page**, which includes an Abstract not exceeding 300 words and giving a succinct account of the subject, results and conclusions; and a list of up to 10 keywords. The Abstract should neither include references to previous literature nor to tables, figures, or chapters of the submitted paper.

Structure and contents. For the main body of the text, four grades of headings are available. Please number the headings (1., 1.1., 1.1.1. etc.) to make the structure of the text clear.

The text should be very clearly structured should usually consist of: **Introduction, Material and Methods** (only Methods in taxonomic papers, and optional for these); list(s) of **Abbreviations; Results**, or species/genus (re-) **Descriptions** in taxonomic papers, **Discussion** and/or **Conclusions, Acknowledgements** (if desired); list of **References; Appendix** (optional). For these main sections of the text, headings of the highest grade should be used.

The Introduction should make the article accessible to a broad range of zoologists, i.e., the subject of the contribution should be put in some wider context. Furthermore, the state-of-the-art regarding the subject of the submitted manuscript should be fully explained. The list of Abbreviations should include all abbreviations used in the illustrations (e.g., anatomical structures) and used only in the text (e.g., natural history museums from which material has been loaned) in alphabetical resp. numerical order and with numbers preceding letters. Abbreviations used in the illustrations can alternatively altogether be explained in the figure legends if they are usually not repeated on several plates. Lists of taxa, locations, characters etc. that might disturb the fluency of the text might be accommodated in one or several appendices. Altogether, authors should strictly follow provisions of the current edition of the International Code of Zoological Nomenclature (ICZN). See below for additional directives concerning manuscripts with taxonomic contents.

Style and format. Generally keep formatting at a minimum. Please do not use indentations (e.g., for the first line of a paragraph), and do not hyphenate the text.

Scientific names of genera and species should be in Italics. The first mention of any species or genus (of any group of organisms) should include the full scientific name with the author (not abbreviated) and the year of publication, e.g., '*Xus ypsilon* Müller, 1930'. In these phrases, authors' names should not be in small capitals, which are only used for reference to cited literature. In cases where results on species or genera are quoted from another contribution, it is sufficient to indicate the author and the year of publication of the species/genus to the extent given in the cited contribution.

Illustrations and tables of the submitted paper should be referred to as, e.g., Fig. 1; Fig. 1A,B; Figs. 1–3; Figs. 1, 3; Tab. 1; and Tabs. 1–3. For cross reference within the manuscript please use heading numbers (e.g., 'see in 3.2.4. '), but do not refer to specific pages of the manuscript. References in the text should be cited by author (in small capitals) and date, e.g., MEIER (1936), or (MILLER 1936, 1938; KRISTENSEN 1995a,b), or (WOOD & HEATH 1989; BATMAN et al. 1978). Unpublished observations should be indicated as, e.g., (M. Miller unpubl. data/observations) or (S. Meier pers. comm.), not using small capitals. Reference to particular figures, tables, plates, or pages of cited publications should be given as fig. 1; figs. 1–3; tab. 1; tabs. 1–3; pl. 4; pls. 3–5; (in case of pages:) 12; 12–14; 12, 14; such indications should be uniformly embedded in the references, such as Meier (1936: 35), or (MEIER 1936: figs. 3, 8A,B, tab. 1; MÜLLER 1990: 3, fig. 6). When abbreviations used in the illustrations are referred to in the text, these may appear in bold print (then consistently so), and a particular structure can be referred to as, e.g., kr in Fig. 3 (if from the submitted manuscript), or as (BATMAN 1936: kr in fig. 8) (if from another publication).

In the running text please use Arabic numerals throughout for numbers higher than 10. Measurements should be given in the metric system; exceptions are quotations, where, however, a conversion into a metric unit should be provided. Please use the form '2.3 mm', '2.5 min', '15°C', '20%'. Dates should be given in the form, e.g., 21.vi.1961 or 06.i.2002, geographical coordinates in the form, e.g., 21°13'43"N 02°24'08"E (no comma in between), and fractions should be written as 2/3, 1/10, etc. Short two-part abbreviations like s.str, sp.n., syn.n., e.g., i.e., etc. should be written without a space in between; the same applies to initials of names, e.g., R.D. Müller (see also 'References').

Symbols for 'male' and 'female' should be coded as \$ and §, respectively. Special characters with diacritic marks usually not included in Western European fonts should also be coded. Geographic and other names from languages where other than Latin characters are used should be given in a generally accepted transliteration/transcription (not translation!) system (you may use The Times Atlas of the World for geographical names).

Generally, terminologies used in the text should be up to date. For morphological structures please preferably use terms that are valid throughout higher systematic entities. Generally prefer international scientific terms to popular ones; this also applies to taxon names.

In the List of References, references should be arranged in alphabetical order. List all and only those sources that are cited in the text or legends. The full titles of journals should be given. Please use the following form and pay attention to the punctuation and types of dashes used:

- HIGGINS, L.G. 1950. A descriptive catalogue of the Palaearctic Euphydryas (Lepidoptera: Rhopalocera). – Transactions of the Royal Entomological Society of London **101**: 435–489.
- ROBINSON, G.S. & K.R. TUCK 1996. Describing and comparing high invertebrate diversity in tropical forest – a case study of small moths in Borneo. Pp. 29–42 in: D.S. EDWARDS, W.E. BOOTH & S.C. CHOY (eds.), Tropical Rainforest Research. – Kluwer Academic Publishers, Dordrecht.
- HIGGINS, L.G. & N.D. RILEY 1980. A Field Guide to the Butterflies of Britain and Europe. 4th edn. – Collins, London. 384 pp.
- BRADLER, S., M.F. WHITING & R. KLUG 2003. Basal diversification and the evolution of wings within stick insects (Phasmatodea). In: KLASS, K.-D. (ed.), Proceedings of the 1st Dresden meeting on insect phylogeny: “Phylogenetic Relationships within the Insect Orders” (Dresden, September 19–21, 2003). – Entomologische Abhandlungen **61**: 132–133.

Tables and their legends

Tables should be numbered consecutively using Arabic numerals. The legend should start like ‘Tab. 1. Title...’. The title and explanations must make the meaning of the table clear without reference to the text. Special remarks on single entries in a table should be indicated by a symbol following the respective entry in the table (e.g. *, **, 1, 2) and symbols should be explained in the legend, e.g. ‘...; * = specimen lost;...’. All tables must be referred to in the text.

Figures and their legends

Illustrations should be instructive and produced carefully. Original photographs must be sharp, clear, and of high contrast. All structures referred to in the text should be labelled in all respective illustrations, using a consistent terminology, and all figures must be referred to in the text. For labelling please use a technical standard adequate for final print (e.g., dry transfer or computer-generated labelling). Line drawings have to be scanned at a resolution not less than 600 dpi; colour photographs have to be scanned at 400 dpi, and

halftone (grey scale) illustrations at 300 dpi (all for 100% of the final printing size).

Figures showing morphological structures or entire animals should bear scale bars. Where several figures are intended to form one plate, authors should mount them in the desired arrangement; please consider that the printing format is A4. Alternatively, the single illustrations can be submitted with clear instructions how they should be combined into a plate.

All figures – including those shown on the same plate – should be numbered consecutively using Arabic numerals. Only in cases where several illustrations on the same plate are strongly interdependent (such as subsets of one coherent scheme) these can be treated as subsets of one figure and specified by upper case letters (e.g., Fig. 3B).

Figure legends must make the meaning of the figure clear without reference to the text. The view and orientation of the structure shown in a figure as well as different shading or symbols must be explained (orientation best indicated by arrows, see example). A legend should start like ‘Fig. 1. Text...’, or ‘Figs. 2–4. Text...’, or ‘Figs. 6–7. Text...’. Please use the following format for legends:

Figs. 2–3. *Aus beus* Müller, 1950: parts of the head. **2:** Labium, posterior view. Orientation: ? dorsal. Parts of the mentum removed. (Scale bar: 2.5 mm) **3:** 3rd antennomere of left antenna, ventral view. Orientation: ? distal. (Scale bar: 0.5 mm)

Submission and page proofs

Both at the first submission and at the final submission (i.e., after revision and acceptance of the manuscript), all parts of a manuscript should preferably be submitted via e-mail as attached files, or on a CD. For the text files please use MS Word for Windows or RTF format only. Figures should be submitted as separate graphic files (preferably in TIF or EPS format); do not integrate illustrations into the text file(s)! Illustrations can alternatively be submitted on paper; please include original drawings, photos, slides or else not in the first submission but only in the final submission.

With the final submission the desired positions of tables and figures can be indicated in the text file (best by insertions like “[INSERT FIG. 1]”), or the decision can be left to the editors.

Page proofs will be sent to the authors as PDFs. Only minor changes can be conducted at this stage, unless the demand of major changes results from the editing procedure. It is usually required that authors indicate the final changes within a few days; if this is not possible, publication of a manuscript on paper may be delayed to the next issue.

Only original art-work (drawings, photographs, or slides) but not printouts, photographic prints, xerox

copies, floppy disks and CDs will be returned to the authors. Colour plates may be printed free of charge on request.

Additions for taxonomic papers

Structure of text. Genus and species descriptions should be comprised into one chapter (corresponding to the “Results” chapter in non-taxonomic papers). Species descriptions should be divided into sections ‘Description’, ‘Differential diagnosis’ (mandatory), ‘Derivatio nominis’, ‘Material’ (as the last section), and perhaps ‘Remarks’, ‘Life history’, and ‘Distribution’. Furthermore, the ‘Description’ section should be divided into subsections, e.g., ‘measurements’, ‘colouration’, ‘head’, ‘thorax’, ‘legs’, ‘abdomen’, ‘male terminalia’, and ‘female terminalia’. In the Description and Diagnosis sections, relevant characters/differences, even if shown in the illustrations, should also explicitly be described in words (especially genitalic characters). Within a manuscript the descriptions of species should be as uniform as possible; this usually includes that the same set of characters is mentioned and presented in a standardized style and sequence for each species; characters valid for the entire genus should here not be included. New species group taxa must be carefully distinguished from their congeners (key and/or diagnosis); if they are compared only to members of a subordinate species group, the latter must be diagnosed. In the Derivatio nominis section, the derivation, gender, and kind (adjective, noun in apposition etc.) of new names should be explained.

Nomenclature. Authors should strictly follow provisions of the current edition of the International Code of Zoological Nomenclature (ICZN). Otherwise, the nomenclature used should follow a recent list or other suitable work (if available), and this should be cited. The abbreviations gen.n., sp.n., syn.n., comb.n. or similar have to be used to explicitly indicate all nomenclatural/taxonomic innovations. In establishing new genus-group taxa, the nominal type species must be designated in its original combination and with reference to the original description immediately after the new name. New genus-group names or higher taxa are only accepted if their proposal is accompanied by explicit phylogenetic reasoning. In establishing new species-group taxa, one single specimen must be designated as the holotype; other specimens mentioned in the original description and included into the type series are to be designated as paratypes.

Depository of specimens. The editors urge, in line with the recent edition of the ICZN, all authors of newly described species-group taxa to deposit pri-

mary types in publicly accessible collections. A clear statement about type depositions within the original description is mandatory.

Specification of material. In the Material section of species descriptions, type material should be listed in advance to the remaining material, with the latter set off by a long dash. For type specimens the complete label data should be quoted in the original description, using ‘...’ for starting and terminating the quotation (separately for each of the labels, which should be given in the sequence top to bottom in case of a pinned specimen), a vertical line | for separating different lines of the label, angled brackets <...> for including comments into the quotation (e.g., <sic>), and square brackets [...] for expansions of abbreviations (e.g., Bras.[il]) and for the conversion of measurements; dates and geographical coordinates may be modified according to the above standards, and the name of countries may be written in capitals (see example below). For primary types, labels added by the author (e.g., type labels) should be included in the quotation. For non-type specimens localities should be given in order of increasing precision and using the standards given in the preceding paragraphs, as shown in the example below. Please use ‘E of’, ‘W of’, ‘S of’, ‘N of’, ‘NW of’ in order to abbreviate ‘East of’, ‘West of’, ‘Northwest of’, etc. The location of the material should be given in brackets at the end of the collecting data, e.g., (MTD; coll. Meier). For certain procedures applied to specimens please use the abbreviations leg. (collected), det. (determined), and des. (designated), placed behind the name of the person.

Material. Holotype ♂, ‘TURKEY, Hakk.[ari], 8 km östlich Uludere | 1200 m | 10.vi.1984’, ‘Meier leg.’, ‘coll. MTD Drsden <sic>’, ‘Holotype | Aus beus sp. n. ♂ | det A. Müller’ (MTD). – Paratypes 4♂, 4♀, 1♂, 3♀, ‘TURKEY | Achalzich Chambobel’, ‘1910 Korb’ (1♂, 1♂ NHMW; 2♀ coll. Müller); 2♀, 1♂, ‘IRAQ | Kurdistan, Sersang, 1500 m | L. Schmidt leg.’ (NHM); 1♂, IRAQ, ‘Shaqlawā, 1640 ft [500 m] | Kurd.[istan] | 15.–24.v.[19]57, A. Huber leg.’ (MTD). – TURKEY: 2♀, 1♂, Hakkari, 8 km E of Uludere, 1000 m, 05.vii.1989, Baumann leg., Müller det. (1♂ ITZA; 1♂, 1♀ coll. Obermeier); 1♂, Hakkari, 3 km NW of Uludere, 800 m, 10.vii.1993, Heinz leg., Müller det. (ITZA). GREECE: ...