# PALMS
Journal of the International Palm Society

**Instructions to Contributors**

Papers submitted for publication in PALMS must not have been published or submitted for publication elsewhere. Scientific articles will be peer-reviewed by one or more outside reviewers. Manuscripts should be in English.

Authors should examine a recent copy of PALMS and follow the format established therein.

**General Guidelines**
- Manuscript title, author's full name and mailing address, and author's e-mail address, if available, on page 1.
- The manuscript should consist of a single file, in WORD or RTF format. Text should be double-spaced, with page numbers.
- Latin names should be written in Italics. Palm names should follow www.palmweb.org or www.plantsoftheworldonline.org
- Literature Cited should follow the format established in PALMS vol. 44 (2000). See any recent issue for format style. Note that journal citations and book citations have different formats.
- All figures and tables must be cited, in numerical order, within the body of the text.
- Figure captions, numbered consecutively in Arabic numerals, should appear on a separate page after the Literature Cited.
- Tables should be placed, one to a page, at the end of the manuscript.
- For review purposes, small images may be embedded in the document at the end of the text, but upon acceptance, they must be delivered as high-resolution TIFF or JPEG files (see below). Image-laden files may be too large to send via e-mail, so they should be sent to the editor on CD-ROM or shared via a cloud storage-site, such as www.dropbox.com.

**Electronic Image Guidelines for PALMS**

The Editors of PALMS can accept high-quality digital images for reproduction in the journal. Please submit only those images that you select to appear in the published article. One or two extra images may be submitted for consideration to appear on the journal's covers.

Please contact the Editors if you need to submit hard-copy photographs, slides or other artwork. The Editors reserve the right to edit or crop images for quality or to reproduce color photos as black-and-white halftones. Remember, only sharp, well composed, high quality images should be submitted. Please note the following specifications:

**For Color or Halftone (black and white) Photos**
- Image files should be saved in TIFF or JPEG format.

- Resolution should be between 300 and 450 dpi (the greater the resolution, the better the image)
- Image size should be approximately 7 x 10 inches (17.5 x 25.5 cm)
- Note that electronic images can be shrunk to the space allotted, but they cannot be enlarged.

**Line Art and Graphs**
- Line art and graphs can be submitted at 1200 dpi at ca. 7 x 10 inches, bitmap mode, saved as a TIFF (preferred) or PDF
- Please note that graphs in Word or Excel format cannot be imported into the computer program used for journal layout (Quark X-Press), therefore they must be scanned as above or exported as an image file (TIFF, JPEG, PDF)

**Vector Images Created in Adobe Illustrator (or similar programs)**
- Line thickness: 0.1 mm (0.3 pt) minimum
- Fonts should be embedded
- File format should EPS (preferred) or PDF

Small image files (up to 7 MB) can be submitted electronically (attached to e-mail) to John Dransfield.  Larger files or large numbers of images should be shared via a cloud storage-site or burned onto a CD-ROM and sent via post or courier to John Dransfield at the address below.

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**<u>Submit all materials to</u>:**

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