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**SECOND Author (full name, EG. JAN FRITS VELDKAMP)**

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**Abstract**

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**Key words:** keywords contain three to five words/phrases separated with coma. The keywords should be avoiding general and plural terms and multiple concepts. Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

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In the Introduction, state the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results. Explain how you addressed the problem and clearly state the aims of your study.

**MATERIALS AND METHODS**

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results. A Theory section should extend, not repeat, the background to the article already dealt with in the Introduction and lays the foundation for further work.

**TAXONOMY**

When there is Taxonomic identification key, the key should be prepared using the aligned couplet type. Nomenclature should strict adherence to the International Code of Botanical Nomenclature, so that taxonomic and nomenclatural novelties should be clearly shown. English description for new taxon proposed should be provided and the herbaria where the type specimens area deposited should be presented. Name of taxon in taxonomic treatment should be presented in the long form that is name of taxon, author's name, year of publication, abbreviated journal or book title, volume, number and page.

**Identification key to certain species**

Eg.

1a. Plants ………………………………..........2

1b. Plants ……………………………………...3

2a. Flowers …………………………..*Species a*

2b. Flowers …………………………...*Species b*

**SPECIES DECRIPTIONS**

(for new species, see below)

**1. Genus speciesAuthor**, *spec. nov*. Fig. x. — Type: Country, Province, Regency, habitat, latitude, longitude, date, Collector & Collector No. (holotype: XX, isotype: YY).

(for latitude and longitude please use the format as follow: 0o27’55.6’’N, 127o44’42.3’’E)

(for date please use the format as follow 14 May 2013)

(for non new species, see below)

1. Genus speciesAuthor, year of publication, abbreviated journal or book title, volume, number and page.

— Type: Fig. 1.

Map, line drawing illustration, photograph or plate preferably should be prepared in landscape presentation to occupy two columns. Illustration must be submitted as original art accompanying, but separated from the manuscript. The illustration should be saved in JPG or GIF format at least 350 pixels. Legends or illustration must be submitted separately at the end of the manuscript.

**Diagnosis**. Write the diagnostic characters of the species/new species here.

**Description.** Write the description of the species/new species here. Use symbol “×” to describe dimension (eg. lateral lobes 2.4−2.7 × 0.7−1.0 cm), symbol “−“ to describe range (eg.

*Peduncle* 2−2.5 cm long), ”*ca.*” to describe around (eg. *Rhizome ca*. 10 mm diameter).

**Distribution**. Write the distribution of the species/new species here.

**Etymology**. Write the etymology of the species/new species here.

**Phenology**. Write the phenology of the species/new species here (if applied).

**Conservation status**. Write the conservation status of the species/new species here (if applied)

**Notes**. Write the notes of the species/new species here.

**Specimens examined.** Please follow the format: *Collector* coll.no. (herbarium code), Country, Province, Regency, latitude, longitude, altitude, date, phenology or habitat data.

Eg. *M. Ardiyani*, *Ari Anggara & Pitra Akhriadi* 189 (ANDA, BO, E), Indonesia, West Sumatra, Kabupaten Agam, Kecamatan Tanjung Raya, Kanagarian Koto Malintang, Maninjau, Labuah Baru, 0o27’55.6’’N, 127o44’42.3’’E, 1210 ft, 8 July 2009, flowering and fruiting; *M. Hotta & T. Kohyama* 356(ANDA), Western Maninjau, Muko-muko, small hill behind Field Research Station of Andalas University, 500 m, 11 Sept. 1984.

Figure should be in grayscale, and if it made in color, it should be readable when it later printed in grayscale. Caption should be numbered, in 10 TNR and single spaced. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used. The lettering on the artwork should be clearly readable and in a proportional measure and should have a finished, printed size of 7 pt for normal text and no smaller than 6 pt for subscript and superscript characters. Figures should have a brief description in the main body of text.

For layouting purpose, please provide the respective high resolution figure (≥300dpi) separately in.tif/.jpg/.jpeg within a particular folder apart from the manuscript. Moreover, kindly avoid mentioning position of figure/table e.g. “figure below” or “table as follow” because the position will be rearranged in layouting process. DO NOT put boxes around your figures to enclose them.



**A**

**B**

Fig. 1. Figure Caption in 10 pt TNR (align text left with dot at the end of the sentence). A. Notes; B. Notes. (Photos: Name/names).

If there is a table, number of table consecutively in accordance with their appearance in the text. Avoid vertical rules. Be sparing in the use of tables and ensure that the data presented in tables do not duplicate results described elsewhere in the article

Tabel 1. Table Caption in 10 pt TNR (align text left without dot at the end of the sentence)

|  |  |
| --- | --- |
| **Species** | **Character** |
| a | D |
| b | E |
| c | F |

**Acknowledgments**

Write the acknowledgment here in 10 pt TNR.

**References**

Bibliography, list of literature cited or references follow the Harvard system as the following examples in 10 pt TNR.

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