

Entomologica Austriaca		000-000	00.00.200#
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To all

Contributers

to the "Entomologica Austriaca"

## **Instructions on the preparation of manuscripts for the journal "Entomologica Austriaca" published by "Entomological Society of Austria (ESA)"**

The manuscripts for the „Entomologica Austriaca“ will be edited in Winword and converted to pdf-files. This will reduce our printing and layout costs considerable. Contributions with more than 4 pages should be sent to the editors on computer-disk (preferable 3 ¼ inches), additionally an print of the contribution should be adjoined to the disk. If the Winword Programm is not available, the manuscript can also be submitted in an other current Word-Processing Software.

The used font-type is without exception Times New Roman (as well in the text as in figures and tables). In the current text always use standard format (Times New Roman, type size 9,5 pt; line spacing 11 pt., spacing before 3 pt., afterwards 0 pt.). Submission of drawings and diagrams which are electronically stored can only be done after consultation with the editors. Drawings and diagrams should only be submitted in black & white and ready for printing, if this is not the case there will be a quality loss.

Necessary asignments in the current text: Waved line (for machine written papers) = Italic (computer written papers) should be used for scientific genus - and species names only. Names of the authors never write in **CAPITALS**, but in small **CAPITALS**.

References in the current text should be cited using author and year of publication e.g. (HUBER 1982), there should be no comma between author and year of publication. Several references of the same author from the same year of publication, should be differentiated in the text through a, b, c etc. e.g. (HUBER 1982a). The same should be done in the chapter „References“ at the end of the contribution.

For a scientific contribution the following structure is recommended:

- Title:** if possible with reference to the order and family, with comma between, e.g. (Coleoptera, Hydrophilidae)
- Author(s):** never write first name completely
- **Abstract:** including English title
- **Key words** (Englisch) : about five
- **Introduction**
- **Material and Methods:** comb. nova, spec. nova, fam. nova etc. Numbers: from 1-9 should be written, than 10, 11 and so on.

– **Results:** Authors of taxa (species, genus, family) should be used in the none abbreviated form only the first time they are mentioned in the text. For the male-character you should use # and for the female character §; e.g. 1#, 2## (the editors will change it into 1 ♂, 2 ♂ ♂), between number and the gender-character no spacing, if you use in the text other characters please mark them in the outprint. Lables should be cited in accordance with the original text (including possible errors) in quotation-marks.

– **Discussion**

– **Acknowledgement** (not necessary)

– **Resumé**

– **References:** Journals should be abbreviated after the index of the British Museum. Only references which are mentioned in the text should be cited here. No spacing between two first names; if there are several authors, before the last author always „&“ (never „and“); Editor(s) in brackets = (Ed.) or (Eds.); e.g.

CARL M. (1991): Synchronisierung des Schwärmverhaltens von *Helophorus brevivalpis* BEDEL durch Luftfeuchte und Reflexionswinkel spiegelnder Oberflächen? — [= left Alt-Key combined with 0151 on number keys block or you can also use special character files of the programm] Ent. Nachr. Ber. **35/4**: 280.

LICHTWARDT R.W. (1986): The trichomycetes: fungal associates of arthropods. — Springer Verlag, New York, Berlin, Heidelberg, Tokyo, VII+343 pp.

AELLEN P. (1979): *Chenopodiaceae*. — In: HEGI G. (Ed.): Illustrierte Flora von Mitteleuropa, 2. Aufl., Parey Verlag, Berlin, Hamburg, 533-747.

– **Address of the Author(s):** Dr. Hikmet ÖZBEK (ÖZBEK = Kapitälchen)  
Plant Protection Department, College of  
Agriculture, Atatürk University,  
TR-25240 Erzurum, Turkey.

**Figures** should be explained and numbered continuously e.g. „Figs. 1-4...“. The legend should end with a full stop. Please understand that for technical and temporal reasons only **completely mounted plates** with numbered (numbers and letters in type size 8,5 pt., Times New Roman) in original format size can be accepted. Colour-prints can only be accepted after consulting the editors and if necessary on cost sharing. Figures should be scanned by **at least 300 dpi** according to the intended size and **each** provided only as **\*.jpg-format (for example bartalucci\_fig\_1.jpg)**.

**Tables** should be provided with the legend at the beginning (type size as in figures); numbered continuously, e.g. „Tab. 1:“ and submitted also in original format size (example is enclosed). Key's for identification only format with tabulator, never with spacing.

If you have any enquiries please don't hesitate to contact us: Tel: 0043/732/759733/- 52. Our e-mail-address „bio.redaktion@landesmuseum-linz.ac.at“.