



Native Orchid Conference, Inc.

Native Orchid Conference Journal

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The Native Orchid Conference Journal provides a means for rapid communication of important, relevant, and interesting topics related to North American native orchids. The range of topics appeals to both the professional and amateur.

The Journal will consider for publication manuscripts related to all aspects of North American native orchids including:

- Research and Educational articles
- Regional or local orchid floras
- Cultivation and Propagation
- Travelogues
- Photography and Illustrations
- Literature reviews
- Viewpoint papers

Acceptance of all papers in the Journal is based on an evaluation by two or more members of the Editorial Board who may seek further review. Please send the completed, electronic manuscripts to: Dr. Jyotsna Sharma (see contact information above).

All manuscripts must be prepared by following the 'Guidelines' listed below. All papers are edited for grammar and conciseness, and changes may be required to achieve uniformity of style, clarity of presentation, and economy of words. Editorial suggestions and comments must be addressed prior to acceptance of an article for publication. Following review and acceptance, authors will make final corrections and submit the final version of their manuscript for publication. Promptness in returning corrected manuscripts to the editor is essential.

Guidelines

General Form

1. Use MS Word or Rich Text Format documents.
2. Use an informative, yet concise title.
3. Include in the by-line the name of the author(s), City, State, and e-mail address.
4. Use font size 11pt (Times New Roman) throughout.
5. Do not 'justify' any part of the manuscript.
6. Do not use footnotes unless absolutely necessary.
7. Do not underscore abbreviations i.e., e.g., etc.
8. Italicise Latin words such as *et al.*, *in situ*, *ex situ*, *sensu lato*, etc.
9. Abbreviate: hours to hr, minutes to min, metre to m, centimetre to cm, millimetre to mm, foot-candles to ft-c, diameter to diam when used as a measurement; do not use periods after abbreviations.

10. Use metric measurements throughout, unless imperial measurements are clearly more appropriate, in which case the metric measurement should be given in parentheses.
11. Do not use degree sign for temperature; use e.g., 37 C.
12. Do not use the symbol “&” unless it is absolutely required; write “and” instead.
13. Avoid the use of acronyms, but if used, give the name in full in parentheses at the first mention.

Samples of Literature Cited in Text

1. Refer to literature citations in the text by last name of author(s) by using parentheses.
2. Within parentheses, use a semi-colon between types of citations as: (Figure 4; Table 2) or (Jones, 1950; Smith and Doe, 1967, 1968).
3. Within parentheses, use commas rather than connecting words for a series, as: (Smith, 1952, 1959, 1962; Jones, 1962, 1965). Several references in a series within parentheses should be arranged chronologically (beginning with the earliest date) and then alphabetically for a given year.
4. Two authors: Smith and Jones (1960) or (Smith and Jones, 1960).
5. Three authors: Doe, Miller, and Wilson (1958) or (Doe, Miller and Wilson, 1958).
6. Four authors or more: Always use Doe *et al.* (1958), or (Doe *et al.*, 1958).
7. In press: (Davis, in press), or Davis (in press).
8. Unpublished material may be cited but is not included in the Literature Cited. Example: (B.L. Miller, unpublished) or (J.L. Doe, pers. comm.)

Literature Cited

1. List citations under ‘Literature Cited’ alphabetically by author’s name.
2. Citations to be listed under Literature Cited include papers in research publications, books, theses, and dissertations.
3. Do not underline publication name.
4. Do not use abbreviations for names of journals, proceedings, or books.
5. Examples of commonly used literature citations are given below:

Research Periodical (Journal)

Bruns, T.D., R. Fogel, T.J. White, and J.D. Palmer. 1989. Accelerated evolution of a false truffle from a mushroom ancestor. *Nature* 339: 140-142.

Book

Harley, J.L. and S.E. Smith. 1983. *Mycorrhizal Symbiosis*. Academic Press, London.

Book Chapter

Hadley, G. 1982. Orchid Mycorrhiza. In *Orchid Biology: Reviews and Perspectives, III*. J. Arditti (ed.), pp. 84-118. Comstock Publishing Associates, Cornell University Press. Ithaca and London.

Thesis or Dissertation

Sharma, J. 2002. Mycobionts, germination, and conservation genetics of federally threatened *Platanthera praeclara* (Orchidaceae). Ph.D. Dissertation. University of Missouri - Columbia, USA.

Photographs and Illustrations (Figures)

1. List captions for all figures at the end of the body of article. These captions should enable the reader to identify features of the figures without reference to the text.
2. Full names of the photographer (or illustrator) for each figure should be listed.
3. Figures must be numbered consecutively according to their appearance in the text.
4. Refer to each photo and illustration in the text by using the format '(Figure 1),' for example.
5. Each figure must be cited at least once in the text.
6. Electronic image files should be a minimum of 2048 x 1536 pixels in size.
7. Electronic image file names should be identifiable with regard to the photographer and the figure number as cited in the text.

Plant Names

1. Give the full scientific name the first time a plant taxon is mentioned. The generic name may be abbreviated after the first mention of a taxon. Use of common names is not required, but if included, common names should be placed within parentheses along with the first mention of a taxon.
2. Italicize Latin plant names at the generic level and below. The term 'var.' is not italicized (for example: *Platanthera blephariglottis* var. *conspicua*).
3. List hybrids in the following format by using the non-italicized multiplication symbol (not the letter x): *Platanthera* ×*bicolor*.

Additional Guidelines for Technical Articles

Standardization of Nomenclatural Material

1. For currently accepted botanical names, use 'World Checklist of Monocotyledons. The Board of Trustees of the Royal Botanic Gardens, Kew. Published on the Internet; <http://www.kew.org/wcsp/monocots/> accessed **.'
2. For authors of botanical names, use *Authors of Plant Names* (R.K. Brummitt and C.E. Powell, editors. 1992. Royal Botanic Gardens, Kew).
3. For designation of herbaria, use Index Herbariorum. If specimens are cited, use the following format:
ECUADOR. Los Rios: Rio Palenque Science Center, km 56 Quevedo-Santo Domingo, alt. 150–220m, 23 Apr. 1973, C. H. Dodson 5257 (holotype: SEL!; isotype: RPSC!).

Policies for re-publication of articles

Should you wish to publish in NOCJ a pre-published article (published elsewhere), please inform us at the time of submission so we can include the original citation to give the publisher due credit. Similarly, if you wish to publish your NOCJ article elsewhere, please give NOCJ credit (by including the original citation) for publishing the article first.