These are the general guidelines for plants brought into SING herbarium for identification

Dos

- Trees / shrubs bring a specimen of adequate size with either **flowers / fruits** (if possible) (at least 50 cm long, has to contain entire leaf, branching pattern, stipules and other features necessary for identification)
- Herbs < 0.5 m bring the entire plant (including roots).
- Do take note of characteristics that could be the key characters for identification and which may be lost by the time the specimen reached the herbarium. Highlight them as such e.g. plant has white/ yellow/ red/ clear sap when bruised; flower is scented etc.
- Do state its habit and habitat. Example: it is a tall/small tree; climber; epiphyte on tree; growing in swampy area, or growing on sandy shore etc.
- Indicate if the plant collected is from the forest or a cultivated plant.

Don'ts

- Do not bring partial / single / decomposed specimen(s) for identification
- Do not send pictures, <u>unless</u> accompanied by the actual plant materials where the picture is a supplement to show the habit of the plant.