

Guidelines for Publication

Journal of the International Society for Southeast Asian Agricultural Sciences (ISSAAS)



PUBLICATION POLICIES

1. All contributions to the Journal must deal only with issues related to agriculture and related sciences. Articles intended for publication in the ISSAAS Journal may be sent to the ISSAAS Central Secretariat (issaas@nodai.ac.jp) or Editorial Secretariat (koshio@nodai.ac.jp), Faculty of International Agriculture and Food Studies, Tokyo University of Agriculture, 1-1-1 Sakuragaoka, Setagaya-ku, Tokyo 156-8502, Japan.
2. Active membership is a requirement for publication of an article in the Journal. Active membership requires that one should have fully paid the membership fees for the current year. Thus, only article submissions by paid members will be accepted.
3. The ISSAAS Journal is a refereed Journal which is published twice a year, in June and December of each year. As such all articles submitted for publication will undergo a review process. All articles should first be submitted to the Country Editors who will in turn endorse the articles to the Editor-in-Chief for review. The Editor-in-Chief on the other hand will have the articles reviewed by peers from other Chapters based on the standard review guidelines. Only articles which have been favorably reviewed and edited would eventually be published.

PREPARATION OF MANUSCRIPTS

All articles submitted for publication in the ISSAAS Journal should be written in the English Language and not yet published in any other journal. These submissions can be scientific papers, technical notes, reports or reviews.

The following guidelines are appropriate for articles in the natural sciences and should be followed as much as possible. However, the styles for other submissions can also vary depending on the discipline or field of study.

1. Manuscripts should be type written or printed on one side of an A4 size paper, written horizontally and lengthwise, double-spaced with 65 letters a line and 25 lines per sheet. Paragraphs should be indented 5 spaces.

2. Each manuscript should have a cover page that includes: a) the title of the manuscript; b) the names of the authors and their affiliations/ mailing address; and c) footnotes (if any).
3. Manuscript should be organized in the following order: 1) Title 2) Author(s)' name(s) 3) Affiliation (s), mailing address(es) 4) Abstract 5) Key words 6) Text (Introduction, Materials and Methods, Results, Discussion, or Results and Discussion) 7) Acknowledgment 8) Bibliography 9) Tables and Figures.
4. The title should be a precise and concise description of the contents of the paper, without abbreviations. Serial titles indicating a series of related papers are not accepted unless at least the first two manuscripts are submitted together. Capitalize the first letter of all words except articles, prepositions and conjunctions.
5. The by-lines should include the name (s) of the author (s) on one line, with a concise but complete mailing address of the institution (s) below. When authors are from separate institutions (or separate departments/campuses of the same institution), indicate their respective addresses by subscript numbers. If an author's address is different from the by-line, use the superscript * and state the current address as a footnote on the cover page.
6. The footnotes must be given on the cover page; they will appear on the first page of the printed article. The footnotes should include the following: identification of the paper as part of an institution's publication series, notes on the title, and any disclaimer regarding trade names. Supplemental information regarding an author's professional title, departmental and/or institutional affiliation and current address should follow.
7. The abstract should contain the full scientific names of organisms not given in the title, materials used, effects of major treatments and major conclusion. It should be concise, comprehensive and not to exceed 200 words.
8. Five key index words not used in the title should be given. These can include species (common and scientific names), chemicals, common name of chemicals, and physiological and pathological terms.
9. The introduction should include the scope and statement of the problem, survey of previous work and objectives of the paper.
10. Materials and Methods should include a concise description of the plant materials, growing technique, methods used and lay-out of experiments.
11. Scientific names and Latin expressions (*in situ*, *in vivo* and *in vitro*) must be underlined or italicized. The abbreviation for common Latin terms are italicized (*e.g.*, *i.e.*, *et al.*, *vs.*, *etc.*).
12. Abbreviations should be in accordance with the System International Units (SI) of the metric system. Certain abbreviations (such as those for organic chemicals, enzymes and standard procedures) should always be written first in full, followed by the abbreviation enclosed in parentheses; *e.g.*, (a-naphthalene acetic acid (NAA) and thin-layer chromatography (TLC). Even if this information is included in the abstract, it should be re-identified when first mentioned in the text.

13. The results should be presented in a logical and objective form. These should include discussions of the findings of the study.
14. The discussion should interpret the author's conclusions as well as the significance of the findings and the possible similarity or difference from previous findings.
15. Acknowledgments are made for significant contributions such as special funds, commercial firms or the author's professional associates.
16. References in the text should be cited given the following formats:

One author: John (1995) or (John, 1995).

Two authors: John and Brown (1995) or (John and Brown, 1995)

Three or more authors: John *et al.* (1995) or (John *et al.*, 1995).

If the authors (s) and years are identical for more than one reference, insert lowercase letters (in alphabetical sequence) after the year. For example: John (1995a) or John, (1995b). Use semicolons to separate multiple references. List in alphabetical, not chronological, order. For example: (John. 1995; Smith, 1994).

17. All references should be listed at the end of the paper under bibliography in alphabetical order according to the name of the first author. Examples of commonly used literature citations are given below:

Texts

Kemphorne, O. 1967. The Design and Analysis of Experiments. Roberts E. Kreiger Publ. Co. Inc., Huntington, New York. 631 p.

Cochran, W.G. and G.M. Cox. 1968. Experimental Designs. 2nd ed., John Wiley and Sons, Inc., New York, New York. 611 p.

Book chapter

Matzinger, D.F. 1963. Experimental estimates of genetic parameters and their application in self-fertilizing plants, pp 253-276. In W.D. Hanson and, H.F. Robinson (eds.). Statistical Genetics and Plant Breeding. Nat. Acad. Sci. Nat. Res. Coun. Pub. 982. Washington, D.C.

Periodicals

Chen, S.Y. 1972. Genetic studies of leaf yield and nicotine content in *Nicotiana tabacum* (in Chinese, English summary). Taiwan Agr. Quart. 8: 125-132.

Bulletins

Hawkins. R.S., R.L. Matlock, and C. Hobart. 1993. Physiological factors affecting the fruiting of cotton with special reference to boll shedding. Arizona Agr. Exp. Sta. Tech. Bull. 46: 361-407.

Reports

Hammond, J.J. and R.F. Mumm. 1972. A general factorial analysis of variance program for the IBM 360. Univ. Nebraska Statist. Lab. Rep. Ser. No. 9. 53. p.

Proceedings

Ross, W.M., C.O. Gardner and P.T. Nordquist. 1971. Population breeding in sorghum, pp. 93-98 In Proc. 7th Biennial Grain Sorghum Research and Utilization Conference, Lubbock, Texas.

Abstracts

Brethour, J.R. and W.V. Chalupa. 1977. Amicloral and monensin in high roughage cattle rations. Annu. Meeting Abstr. Amer. Soc. Anim. Sci. P. 222

Thesis

Suzuki, A. 1968. Variance of genetic, maternal and reciprocal effects in flue-cured varieties of *Nicotiana tabacum* L. Ph.D. Thesis, North Carolina State Univ. Raleigh, North Carolina Univ. Microfilms, Ann Arbor, Michigan.

18. Tables or Figures should be numbered as Table 1, Table 2... or Figure 1, Figure 2 and should be typed on a separate sheet and their positions indicated on the right margin of the text.
19. Figures should be on a separate white plain sheet 30 cm. x 20 cm., with the figure number and the author's name indicated in a corner.
20. Figures should be clearly drawn in a form suitable for reproduction. The size and thickness of numerical values and letters used should be in half proportion to the figure itself which may be reduced to a scale of half. Do not type information on figures.
21. Reprints can be ordered for US\$ 10 per 30 copies. Prepayment required. An order form for reprints is sent to the author along with page proofs.