

GUIDE FOR AUTHORS

Types of contribution

- Original Scientific Paper
- Review Articles
- Preliminary Communication

Original Scientific Papers should report the results of original research. The material should not have been previously published elsewhere, except in a preliminary form.

Review Articles should cover subjects falling within the scope of the journal which are of active current interest.

A *Preliminary Communication* is a concise but complete description of a limited investigation, which will not be included in a later paper. Preliminary Communications should be as completely documented, both by reference to the literature and description of the experimental procedures employed, as a regular paper.

Submission of manuscripts

Submission of an article is understood to imply that the article is original and is not being considered for publication elsewhere. Submission also implies that all authors have approved the paper for release and are in agreement with its content.

Submit the original and two hardcopies of your manuscript. Enclose the original illustrations and two sets of photocopies (three prints of any photographs).

Agriculturae Conspectus Scientificus is now publishing all manuscripts using electronic production methods, and therefore needs to receive the electronic files of your paper. Electronic files can be submitted on floppy disks, ZIP disks, or CD ROMs.

Papers should not exceed 16 pages.

Papers for consideration should be submitted to

Agriculturae Conspectus Scientificus
Faculty of Agriculture, University of Zagreb
Svetošimunska 25, 10000 Zagreb, Croatia
or by
E-mail to: acs@agr.hr.

Agriculturae Conspectus Scientificus reserves the privilege of returning to the author for revision accepted manuscripts and illustrations which are not in the proper form given in this guide

Preparation of manuscripts

Manuscripts should be written in English. Authors whose native language is not English are strongly advised to have their manuscripts checked by an English-speaking colleague prior to submission. Manuscripts that do not conform to standard English style, usage and grammar, will be returned to authors for modification prior to scientific review.

Manuscripts should be typewritten, typed on one side of the paper with numbered lines and have wide margins and double spacing throughout, i.e. also for abstracts, footnotes and references. Avoid excessive usage of italics to emphasize part of the text. Use lower-case lettertype

Manuscripts in general should be organized in the following order:

- Title (should be clear, descriptive, not too long and mention animal species studied, if appropriate)
- Full name(s) of author(s)
- Complete postal address(es) of affiliations
- Full telephone, Fax No. and E-mail of the corresponding author
- Present address(es) of author(s) if applicable
- Summary
- Keywords (indexing terms), normally 3-5 items
- Introduction
- Material and methods
- Results
- Discussion
- Conclusion
- References
- Tables
- Figure
- Acknowledgements and any additional information concerning research grants, etc.

Electronic manuscripts

For the initial submission of manuscripts for consideration, hardcopies are sufficient. Agriculturae Conspectus Scientificus is now publishing all manuscripts using electronic production methods, and therefore needs to receive the electronic files of your article with two hardcopies of the accepted version. Electronic files can be submitted on floppy disks, ZIP/JAZ disks, or CD ROMs.

To ensure fast and easy processing of disk submissions, please use the following guidelines:

It is important that the file saved is in the native format of the word processor program used.

Name your files using the correct extension, eg. Fig1.cdr, tbl1-6.xls, text.doc, fig1a.eps, fig1.tif, etc.

Save text and graphics on separate files.

Label all disks with your name, journal to be published in, and filenames. Please also include details of the word-processing software and compression software used in the creation of your files.

Ensure that electronic and hardcopy versions of your manuscript are identical. In cases of a discrepancy, the hardcopy version will be used as the definitive version by the production team.

We can accept most word-processing formats (ideally Microsoft Word). Most formatting codes

will be removed or replaced on processing your article so there is no need for you to use excessive layout styling. In addition, do not use options such as automatic word breaking, justified layout, double columns or automatic paragraph numbering (especially for numbered references). Do not import the Figures into the text file.

Title

Your paper should begin with a Title that succinctly describes the contents of the paper. Use descriptive words that you would associate strongly with the content. A majority of readers will find your paper via electronic database searches and those search engines key on words found in the title

Abstracts

The abstract should be clear, descriptive and not longer than 1500 characters, reporting concisely on the purpose of the paper. Four or five keywords should also be included.

Tables

Authors should take notice of the limitations set by the size and lay-out of the journal. Large tables should be avoided. Reversing columns and rows will often reduce the dimensions of a table.

If many data are to be presented, an attempt should be made to divide them over two or more tables.

Tables should be numbered according to their sequence in the text. The text should include references to all tables.

Each table should be typewritten on a separate page of the manuscript. Tables should never be included in the text.

Each table should have a brief and self-explanatory title.

Column headings should be brief, but sufficiently explanatory. Standard abbreviations of units of measurement should be added between parentheses.

Vertical lines should not be used to separate columns. Leave some extra space between the columns instead.

Any explanation essential to the understanding of the table should be given as a footnote at the bottom of the table.

Illustrations

All illustrations (line drawings and photographs) should be submitted separately.

Illustrations should be numbered according to their sequence in the text. References should be made in the text to each illustration.

Each illustration should be identified by its number. Illustrations should be designed with the format of the page of the journal in mind. Illustrations should be of such a size as to allow a reduction of 50%.

Make sure that the size of the lettering is big enough to allow a reduction of 50% without becoming illegible. The final font size in printing should be about 6-8pt. The lettering should be in English. Use the same kind of lettering throughout and follow the style of the journal.

If a scale should be given, use bar scales on all illustrations instead of numerical scales that must be changed with reduction.

Each illustration should have a caption. The captions to all illustrations should be typed on a separate sheet of the manuscript.

Explanations should be given in the typewritten legend. Drawn text in the illustrations should be kept to a minimum.

Photographs are only acceptable if they have good contrast and intensity. Sharp and glossy copies are required reproductions of photographs already printed cannot be accepted.

Basic guidelines for submitting computer generated artwork/illustrations:

Computer-generated illustrations and halftones/line/tones (either color or black & white) are acceptable. Since we cannot guarantee the usability of graphic files, original hardcopies of all illustrations must accompany the accepted printout of the manuscript in all cases.

TIFF or EPS files are the preferred format. Suggested packages for line graphics are Adobe Illustrator (version 3.0 or above), Freehand, and Corel Draw. Graphics made in WordPerfect or Word generally have too low a resolution. Files of scanned line graphics can be accepted preferably at a resolution of 1000 dpi and scanned halftones (300 dpi Black & white photos, micrographs etc should not be saved as color.

Color and gray scale illustrations should be scanned in at 300 dpi.

References

All publications cited in the text should be presented in a list of references following the text the manuscript. The manuscript should be carefully checked to ensure that the spelling of author's names and dates are exactly the same in the text as in the reference list.

In the text refer to the author's name (without initial) and year of publication.

If reference is made in the text to a publication written by more than two authors the name of the

first author should be used followed by “et al.” This indication, however, should never be used in the list of references. In this list names of first author and co-authors should be mentioned.

References cited together in the text should be arranged chronologically. The list of references should be arranged alphabetically on author’s names, and chronologically per author. If an author’s name in the list is also mentioned with co-authors the following order should be used: publications of the single author, arranged according to publication dates
 - publications of the same author with one co-author
 - publications of the author with more than one co-author. Publications by the same author(s) in the same year should be listed as 1974a, 1974b, etc.

Use the following system for arranging your references:

For periodicals

Johansson K., Kennedy B. W., Quintom M. (1993). Prediction of breeding values and dominance effects from mixed models with approximations of the dominance relationship matrix. *Livest Prod Sci* 34: 213- 223

For books

Kempthorne O. (1957). *An introduction to genetic statistics*. John Wiley and Sons, New York

For multi-author books

Kennedy B. W. (1990). Use of mixed model methodology in analysis of designed experiments. In: *Advances in Statistical Methods for Genetic Improvement of Livestock* (D Gianola, K Hammond, eds), Springer-Verlag, Berlin, 77-97

For edited symposia, special issues, proceedings ...

Uimari P., Kennedy B.W. (1990). Mixed model methodology to estimate additive and dominance genetic values under complete dominance. In: Hill WG, Thompson R, Wooliams JA (eds) *Proc 4th World Congr Genet Appl Livestock Prod*, vol 13. Edinburgh, Scotland, pp 297-300

Paper accepted for publication but not yet published should be referred to as “in press”.

Footnotes

Footnotes should only be used if absolutely essential. In most cases it should be possible to incorporate the information in normal text.

If used, they should be numbered in the text, indicated by superscript numbers, and kept as short as possible.

Proofs

One set of proofs will be sent to the corresponding author as given on the title page of the manuscript. Only typesetter’s errors may be corrected; no changes in, or additions to, the edited manuscript will be allowed.