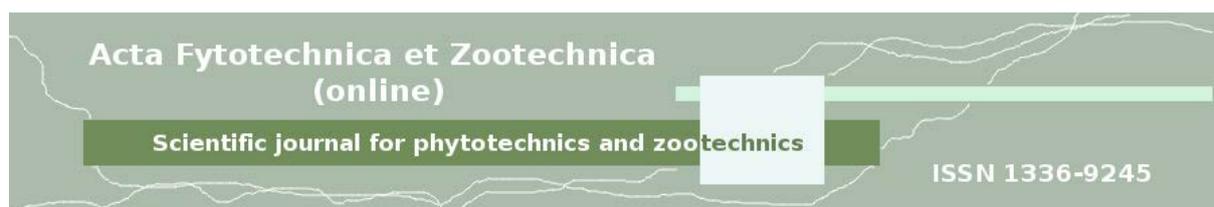


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**Acta
fytotechnica
et
zotechnica**

Scientific journal for phytotechnics and zootechnics

Slovak University of Agriculture in Nitra, Slovakia
Faculty of Agrobiolgy and Food Resources



Guide for Authors :: Information Pack (2018-01-01)

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1 General Information

Journal Title	Acta fytotechnica et zootechnica
Abbreviation	<i>Acta fytotechn zootechn</i>
Publisher	Slovak University of Agriculture in Nitra, Slovakia
Corporate Author	Faculty of Agrobiolgy and Food Resurces
URL	http://www.acta.fapz.uniag.sk
Periodicity	4 issues per volume/year
ISSN	1336-9245

Note: Since the January 1, 2013 is journal published online only. Until the 2013 was published in print and online forms. Print ISSN: 1335-258X. Articles are assigned DOI.

Language	English. Authors should write text in correct academic English (American or British usage is accepted, but not a mixture of these).
Types of Journal Papers	Original Papers, Short Communication, Reviews
Indexing	DOAJ, SHERPA/ROMEO, Index Copernicus

Acta fytotechnica et zootechnica is a peer-reviewed, open access journal, covering a wide range of subjects in biological sciences. The journal publishing regular papers from plant and animal sciences subjects.

Since the Slovak University of Agriculture (as the Publisher) is the member of CrossRef, the scientific journal Acta fytotechnica et zootechnica assigns journal articles DOI. The Digital Object Identifier (DOI) should be used to cite and link to electronic documents. This identifier

consists of a unique alpha-numeric character string which is assigned to a document by the publisher upon the initial electronic publication. The assigned DOI never changes.

Before manuscript submission, make sure that manuscript is written according to these guidelines.

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Authors of articles confirms that submitted manuscript is in compliance with the journal publishing ethics policy.

2 Types of the Journal Papers

Scientific journal Acta fytotechnica et zootechnica now accepts *Original Papers*, *Short Communications* and *Reviews*. All types of accepted papers are peer-reviewed.

Original Paper

Original papers as primary research articles containing results of original research and manuscript should not be previously published or under consideration elsewhere. Original papers must not exceed 5,000 words (rows – single spacing) including title, abstract, main text and references.

Short Communication

Brief style of article (<2500 words) aims to provide a venue for high-quality, hypothesis-driven, self-contained pieces of original research. The articles should not be preliminary reports/incremental studies but should augment the area of knowledge. The author can inform the scientific community about their innovative research into a certain scientific problem. Articles may be opinionated and challenge existing theories and/or propose new theories or concepts based on existing research.

Reviews

This type of article (literature reviews or systematic reviews) give an overview of existing literature in a field, often identifying specific problems or issues and analysing information from available published work on the topic with a balanced perspective. Review must not exceed 1,700 words (rows – single spacing).

3 Licenses & Copyright and Rights

For open access is defined by the user license **Creative Commons Attribution (CC BY)**, recently the Journal articles are licensed under a Creative Commons Attribution 4.0 International License.

Lets others distribute and copy the article, create extracts, abstracts, and other revised versions, adaptations or derivative works of or from an article (such as a translation), include in a collective work (such as an anthology), text or data mine the article, even for commercial purposes, as long as they credit the author(s), do not represent the author as endorsing their adaptation of the article, and do not modify the article in such a way as to damage the author's honor or reputation. Each author have adequate rights to reuse your work. Authors may re-use of published data and illustrations without any restrictions other than those mandated by scientific ethical practices (credit must be given and modifications must be

noted). Authors may use the final published version in e-repositories, in teaching duties, or in course packs.

4 Manuscript Preparation

Papers published in the Acta fytotechnica et zootechnica uses conventional format of scientific papers based on IMRAD structure – IMRAD refers to the standard structure of the body of scientific manuscripts.

a. Articles structure

Original Papers

Title	Required
Author names and affiliation, corresponding author	Required
Abstract	Required
Keywords	Required
Main Text	Required
Introduction	Required
Material and Methods	Required
Results and Discussion	Required
Conclusions	Required
Acknowledgements	Optional, if applicable
References	Required

Short Communications and Reviews

Title	Required
Author names and affiliation, corresponding author	Required
Abstract	Required
Keywords	Required
Main Text (Structured)	Required
Acknowledgements	Optional, if applicable
References	Required

b. Text formatting and styles

Title

Clearly expressing the content of the article. Informative. Max. 60 characters (include spaces). Write manuscript title using lowercase letters except for the first letter of the title and words that start with uppercase letter.

Author Names and Affiliation

Rule for name(s): Name Surname, Name Surname, Name Surname Indicate all affiliations with a lower-case superscript letter immediately after the author's name. Affiliation is not full postal address, indicates affiliation to an institution. Rule: English name in decreasing order (i.e University, Faculty/ Institute, Department/Centre...), country. Contact details must be kept up to date. Corresponding author must be identified by asterisk (*). Valid e-mail is required. Provide the full postal address of each affiliation, including the country name. Authors name should be written without titles.

Abstracts

Informative. Whole text of abstract as one paragraph and must not exceed 200-250 words. Abstract states clearly and concisely what is dealt with in the paper. It is a concise statement of the questions, general procedure, basic findings, and main conclusions of the paper. Must be described goals, materials, methods and results of research. Abstract is an independent, autonomous part of the text. As structure for abstract preparing is IMRAD model required, too.

Keywords

Maximum 5 keywords in logical order. Do not use sentences, but words/customary phrases only.

Main Text

Italic, bold, bold italic, or underline should not be used for emphasis.

Introduction Introduction should be brief, clearly and briefly states the objectives and research background of the study, hypothesis or purpose of research. Introduction provides detailed survey of literature related to research theme, too.

Material and Methods The main purposes are to describe, and sometimes defend, the experimental design and to provide sufficient detail so that a competent worker can repeat the study. Describes what kind(s) of research methods were used and how the study was constructed or implemented.

Results This part of work collates and summarizes the data collected and calculates totals or trends, statistically significant findings, etc., should be concise and clear.

Discussion/Conclusions

Author(s) discusses applications or implications of the results.

c. Data in articles

Math formulae/ Equations

Math equations should be prepared as editable text and not as images. Present simple formulae in line with normal text where possible and use the solidus (/) instead of a horizontal line for small fractional terms, e.g., X/Y. In principle, variables are to be presented in italics. Any equations have to be displayed separately from the text (if referred to explicitly in the text). Equations should be run in to paragraphed text if at all possible.

Illustrations (tables, figures)

Each illustration has a caption. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used. The caption for a figure appears below the graphic; for a table, above.

Tables

Tables should be prepared as editable text and not as images. Tables can be placed either next to the relevant text in the article, or on separate page(s) at the end. Is there a standard: to left justify text and right justify numeric values. In principle, variables are to be presented in italics. Caption: above the table. The data presented in tables do not duplicate results described elsewhere in the article. Please avoid using vertical rules. In case, that data in tables are re-utilized by author, primary source must be cited in text. Tables must be consecutively numbered in the order of their first citation and appearance in the text.

Figures

In academic/scientific text all image types (graphs, photos, draws...) are figures. Continuous numbering is required. Caption: below the graphics. Graphs are inserted in text as images, not as generated objects (from Microsoft Excel). In case, that image object is re-utilized by author, primary source must be cited in text and reference must be included in list of references. Figures must be consecutively numbered in the order of their first citation and appearance in the text. Recommended type: vector graphics. Min. resolution: 300dpi and more. Colours: RGB, Greyscale. In principle, variables are to be presented in italics.

Nomenclature and scientific names

Botanical names must be conform to the International Code of Nomenclature for algae, fungi, and plants (ICN) and, if it concerns a plant cultigen, the additional cultivar and/or Group epithets must conform to the International Code of Nomenclature for Cultivated Plants. Animal names has be conform of the International Code of Zoological Nomenclature (ICZN or ICZN Code). Scientific names: use italic font face. Common names: use normal font face.

Units and measurements, quantities, symbols

For units use the international system of units (SI) derived or arbitrary units.

Define abbreviations the first time they are used in text. For individual math symbols, Greek letters, and other special characters: insert as a symbols. In the expression for the value of a quantity, the unit symbol is placed after the numerical value and a space is left (one "hard space" (Ctrl+Shift+Space) between numbers and unit symbols) between the numerical value and the unit symbol.

Symbols representing physical quantities (or variables) are italic, but symbols representing units, or labels, are roman. Sometimes there may seem to be doubt as to whether a symbol represents a quantity or has some other meaning (such as a label): a good general rule is that quantities, or variables, can be given a value, but labels cannot. Vectors, tensors and matrices are usually denoted using a bold-face (heavy) font, but they should still be italic since they are still quantities. Symbols for mathematical operators are roman. Some symbols are also sometimes used to represent physical quantities: then of course they should be italic, to distinguish them from the corresponding mathematical operator.

Character % is used in two senses: as a noun that denotes the total number (percentage) and as an adjective (percent) expressing the relativity. Expressed hundred percent is written with a hard space (Shift+Ctrl+Space) between values and variables (100 %) and conversion to a pro rata share is written without spaces (100%).

d. References

Referencing System – General

Required system for resources referencing: Harvard System of Referencing (HSR). Harvard Referencing System is known as the Author and Date system and there are two parts:

1. the author and the date are referred to in the main text of manuscript (paper, article, book...),
2. all of the resources referred to in the main text are included in the reference list,
3. all references must be written in English (please, see details in How to...).

A citation is a brief form of reference inserted parenthetically within the running text or appended as a note at the foot of the page, at the end of a chapter, or at the end of the complete text. The citation serves to identify the publication from which quoted matter within the text, an idea paraphrased, etc. was taken, and to specify its precise location within the source publication. The citation shall contain sufficient data to ensure an unambiguous correspondence between the citation and the bibliographic reference for the item identified.

Method for establishing correspondence between citations in text and reference list: first element and date method.

References are set out in a list in the alphabetical order of the first elements, with the year of publication.

Elements for referencing

Principles/elements for print resources referencing:

- author(s) and date,
- title,
- city where published,
- publisher.

Principles/elements for electronic resource referencing:

- author(s) and date,
- title,
- medium,
- URL address or name of database,
- date viewed.

Reference list

Reference list (complete list of all the citations used in text, bibliography) has to be sorted alphabetically (be first author/person primarily responsible for the intellectual content).

If there is no author/person primarily responsible for the intellectual content, list alphabetically according/sorting to the title. In the case of two or more references by the same author, then list them in order of publication date with the oldest work first. Do not use the expression „anonymous“ or „anonymous author“, use the title of the resource.

Formating the reference list: Same font face as a main text; Justification: left (left aligned); Author(s) name formating: SURNAME, Name initial(s).

How to reference resources

- Books

Book with one author

SURNAME, Initials. (Year) <i>Title</i> . Edition (if not the 1st). Place of publication: Publisher COOK, T. (2010) <i>How do they do it?</i> Prague: Kober.
--

Book with two or three authors

SURNAME, Initials. and SURNAME, Initials. (Year) <i>Title</i> . Edition (if not the 1st). Place of publication: Publisher.
--

WHITE, M. C. and BLACK, T. (2011) <i>My favourite colours</i> . 2. ed. Berlin: Small House Publishing. or WHITE, M. C., GREY, Ch. and BLACK, T. (2011) <i>My favourite colours</i> . 2. ed. Berlin: Small House Publishing.

Book with more than three authors

SURNAME, Initials. et al. (2011) *Title*. Edition (if not the 1st). Place of publication: Publisher.
WHITE, M. C. (ed.) (2012) *Climate change: life or death?* 2. ed. Tokyo: Green Point Publish.

Chapter in book, Book with editor(s)

AUTHOR(S). (Year) Title of chapter. In: AUTHOR(S)/EDITOR(S). (ed./eds.) *Book title*. Edition (if not the 1st), Place of publication: Publisher, pages.
TUCKMAN, A. (1999) Labour, skills and training. In: LEVITT, R. et al. (eds.) *The Reorganised National Health Service*. 6. ed. Cheltenham: Stanley thornes, pp. 135–155.

E-book

SURNAME, Initials. (Year) Title. [Medium]. Place of publication: Publisher. Retrieved YYYY-MM-DD from URL
SCHAFER, J. (1922) *A history of agriculture in Wisconsin*. [Online]. State Historical Society of Wisconsin. Retrieved 2017-12-21 from <http://digital.library.wisc.edu/1711.dl/WI.HistAgSchaf>

- Articles

SURNAME, Initials. (Year) Title of article. *Title of journal*, vol., no., pages range.

or

SURNAME, Initials and SURNAME, Initials. (Year) Title of article. *Title of journal*, vol., no., pages range.

VARGA, L. et al. (2010) Effect of topdressing with nitrogen and boron on the yield and quality of rapeseed. In *Acta Universitatis Agriculturae et Silviculturae Mendelianae Brunensis*, vol. 58, no. 5, pp. 391–398.

- Papers in conference proceedings

AUTHOR(S). (Year) Title. In: *Title of conference proceedings*. Place and date of conference. Place of publication: Publisher, pages

LAZORČÁKOVÁ, E. and ZENTKOVÁ, I. (2011) Globalization and the Slovak wine market. In *Economics of Agriculture and Environmental Sciences in the Context of Globalization and Regional Challenges*. Kyiv 28.6.2011. Kyjiv: National Academy of Sciences of Ukraine, pp. 294–301.

- Web site

AUTHOR(S). (Year) Title. [Medium]. Retrieved YYYY-MM-DD from URL

FAO. (2013) *Food security to be at center of Africa development agenda*. [Online]. Retrieved 2017-12-20 from <http://www.fao.org/news/story/en/item/176894/icode/>

- Online (e-journals) article without DOI

SURNAME, Initials., SURNAME, Initials. (Year) Title. Journal title, [Medium], vol., number, pages (if applicable). Retrieved YYYY-MM-DD from URL

ICKER, M., BERGER, S. (2012) Unexpected multiplet patterns induced by the Haupt-effect. *Journal of magnetic resonance*, [Online], vol. 219, pp. 1–3. Retrieved 2017-12-20 from <http://www.jmr.org/17689k254.pdf>

- Online (e-journals) article with DOI

SURNAME, Initials., SURNAME, Initials. (Year) Title. Journal title, vol., number, pages (if applicable). doi: as active link

ICKER, M., BERGER, S. (2012) Unexpected multiplet patterns induced by the Haupt-effect. *Journal of magnetic resonance*, vol. 219, pp. 1–3. doi: <http://dx.doi.org/10.1016/j.jmr.2012.03.021>

- Translated resource in references

Original:

TOBIAŠOVÁ, E. (2006) Kvantita a kvalita pôdnej organickej hmoty v rôznych systémoch pestovania plodín. In: ŠARAPATKA, B. – BEDNÁŘ, M. (eds.) *Pedogenesis and soil quality changes in terms of natural and anthropic affected area: proceeding from 11th pedological days. Kouty the Desna, Palacky University, Czech Society of Soil Science*. Olomouc: Palacky University, pp. 359-363.

Required:

TOBIAŠOVÁ, E. (2006) Quantity and quality of soil organic matter in different crop farming systems. In: ŠARAPATKA, B. – BEDNÁŘ, M. (eds.) *Pedogenesis and soil quality changes in terms of natural and anthropic affected area: proceeding from 11th pedological days. Kouty the Desna, Palacky University and Czech Society of Soil Science*. Olomouc: Palacky University, pp. 359-363 (in Czech).

5 Manuscript Submission

Manuscript are submitted online. Online submission system guides author's stepwise through the process of entering article details and uploading your files. Editable files (e.g., DOC, RTF) are required for reviewing process. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

6 Peer-review & Proof Process

Corresponding authors will receive an e-mail with reviewers requirements. Corrected manuscript should be submitted via online system as soon possible. Submitted manuscripts for publication are single-blind peer-reviewed: reviewers are aware of the identity of the authors, but authors are unaware of the identity of reviewers.
