MANUSCRIPT PREPARATION GUIDELINES FOR AUTHORS

1. The Potato Journal publishes reviews (by invitation), full length papers, short notes and book reviews (by invitation) on basic and applied research on potato. Manuscripts type-written in English, double spaced with at least 4 cm margin on all sides should be submitted online after getting registered on : http://epubs.icar.org.in/ejournal/index.php/PotatoJ/user. All the authors should be members of the association (foreign authors are exempted).

2. All manuscripts submitted for publication will be peer reviewed and assessed for their acceptability and necessary modifications. An already published paper or under consideration for publication, wholly or substantially elsewhere, cannot be accepted. The article submitted for publication in the journal should not have data older than 5 years. The cut-off date will be March 31 for winter (rabi) crop and September 30 for a summer/ rainy season (kharif) crop.

3. Title of the paper, name(s) and address(es) of authors, a short running title of the paper (<50 characters conveying main theme of the article), acknowledgements (if any), and name of the corresponding author (with E-mail address) should be submitted in separate file (supplementary file). Identity of authors should not be disclosed/ indicated in any form in the text of the paper. Footnotes should be numbered in plain Arabic superscripts (Use MS word→insert footnote facility in default form).

4. Full length paper should consist of TITLE, ABSTRACT, KEYWORDS, INTRODUCTION, MATERIALS AND METHODS, RESULTS AND DISCUSSION, CONCLUSIONS and LITERATURE CITED (capitalize all section headings including the title). Title of the paper should be informative but concise and should not contain abbreviation(s). Title should contain most of the keywords for better indexing and information retrieval. In byline, all the name(s) with initial(s) of the authors should have an Arabic superscript (starting from first author e.g. RL Singh, C Kumar, TK Nath, CP Mehta and KR Kapur) which should subsequently explain the addresses of all the authors. ABSTRACT should not have reference to literature and tables/ figures and its length should be less than 200 words. Abstract is the most important section of the paper in the process of indexing of journals hence it should be written carefully. KEYWORDS (3-5) should indicate the most important findings, material and operations in the article. INTRODUCTION should be brief and limited to the statement of problem, gaps in research, justification of the research work and objectives of the study. MATERIALS AND METHODS section of the paper should be systematic and elaborative. Microsoft Equation facility should be used to write formula. Known methods of research/ analysis shouldn’t be explained and a reference should be cited for further clarification. RESULTS AND DISCUSSION should be presented in single section to avoid the repetitions. Results should be discussed at 5% or less level of probability. Same data shouldn’t be presented in tables as well as in figures. Simple narration of the data presented in tables and figures should be avoided in this section and an effort should be made to relate the flow of information to the objectives of the study with an emphasis on implications of the findings to fellow researchers, policy makers and other beneficiaries of the research. Statements not based on the current study should be supported with references. CONCLUSIONS section should crystallise the summary of results and their implications for further research and/ or solving the problem at various levels. Any part of the text in this section shouldn’t be taken verbatim from other section(s) of the paper. LITERATURE CITED shouldn’t be older than 10 years unless the reference is highly important or is a landmark in a particular field. References from standard scientific journals should be preferred for citation and as far as possible the unpublished references shouldn’t be cited. Citation of literature should be strictly as per the details explained in following points. A paper of limited significance may be restricted to 4-5 pages in length and may be submitted as a ‘SHORT NOTE’ in which the Abstract is omitted. In case of short notes text should not be divided into sections except for TITLE, KEYWORDS and LITERATURE CITED.

5. Due to the high cost of production, only essential information should be included in the paper. Normally the paper should be less than 15 typed pages including tables, figures, references and appendices. Manuscripts requiring more than minor corrections will be returned to the authors for modification.
6. Diagrams (avoid 3D unless really functional) should be about twice the size of the finished block. Photographs must be in black and white with adequate contrast. Digital (computer created) diagrams/photographs are preferred. Colour photographs will be printed only if authors agree to pay the charges for such printing. Each table, diagram and photograph must have a caption. Both diagrams and photographs are considered figures and should be numbered serially as (Fig. 1) and (Fig. 2) etc. Tables and figures with their captions should be appended after the text and only their eventual position should be indicated in the text.

7. Reference citations in text
The last name(s) of the author(s) and the year of publication should be cited in the text as per style given below.

- .....the late blight of potato (Singh, 2011); or .....the late blight of potato (Singh and Kumar, 2011); or .....the late blight of potato (Singh et al., 2011).

- If the last name(s) of the author becomes a part of the narrative, cite the year in parenthesis; e.g. .....the late blight of potato was described by Singh (2011) as a perpetual challenge; or .....the late blight of potato was described by Singh and Kumar (2011) as a perpetual challenge; or .....the late blight of potato was described by Singh et al. (2011) as a perpetual challenge.

- If the citation is a contribution of an organisation or anonymous author(s) then cite name of the organisation or mention ‘Anonymous’ like first name of the single author as given below.

- .....the late blight of potato (CPRI, 2011) or ...the late blight of potato (Anonymous, 2011). Similarly .....the late blight of potato was described by CPRI (2011) as a perpetual challenge or .....the late blight of potato was described by Anonymous (2011) as a perpetual challenge.

- References cited together in the text should be arranged chronologically (Singh et al., 2001; Kumar, 2004; Kapur and Nath, 2011).

8. Reference list
References cited in the text of a research paper must appear in the list of LITERATURE CITED and vice-versa, as per the style given below.

- **Order:** References should be arranged in alphabetical order by authors’ last names. Sources without authors are arranged alphabetically by the name of the institute (preferably in abbreviated form) or Anonymous as the author’s last name.

- **Sequence:** Name(s) and initial(s) of the authors should be followed by the year of publication (in parenthesis and distinguished by small a, b, c, ... where more than one papers published by the same author (s) in the same year are cited), full title of paper, abbreviated title of the journal (as per ISI journal title abbreviations)/periodical, volume number in Arabic numerals (in bold font), issue number in Arabic (in parenthesis; without any character between volume number and start of parenthesis) and page numbers in Arabic. Use full stop after title of the paper to separate it from the title of the journal/periodical. For further clarification see examples following the heading “Pagination”, below.

- **Authors and year of publication:** Write the last name and initials for all authors of a particular work followed by the year of publication in parenthesis.

- **Journal title abbreviations:** The journal titles should be italicised and abbreviated as per ISI Journal Title Abbreviations. Use following link to download complete list from the internet.
  http://images.isiknowledge.com/WOK46/help/WOS/A_abrvjt.html

- **Internet address:** A stable internet address directing the reader as close as possible to the actual work should be used. If available, use digital object identifier (DOI). If abbreviated name of the organisation is used as author name then expand name of the organisation with address after title of reference. It should be followed by the stable internet address and URL and then by the date of retrieval of the information.

- **Separation of entities:** In order to separate multiple authors use “,” (except the last author), however, use “and” to separate last author e.g. Smith JD, Jones M, Lipton M and Thompson P (2011). Don’t use “,” after last name of the author(s) and full stop after initials. Use full stop to separate entities where one ends with alphabets and second also starts with alphabets. Where entities are separated by alphabets and numerals/parenthesis, use only the blank space; however full stop has to be used at the end of the title of the reference in all cases. Don’t use full stop(s) after title abbreviation(s). Use “:” followed by a blank before typing page number(s) of a reference in all cases.
• **Pagination:** First and last page number of the article separated by “-“ should be given towards the end of the listed reference. Use “p” (without a dot after p) to describe total number of pages in the referred document where a specific range of page numbers is not relevant.

**Some examples of reference citation style**

**Journals, magazines and newspapers**


**Online sources**


**Book and book chapter**


**Annual report, bulletin or working paper**


**Conference presentation**


**Thesis**

Encyclopaedia or dictionary


9. SI units: Use SI units; few examples are given below. No dot or full stop is used after the abbreviation of units. **Quintal** (q) and **Acre** should not be used. Use kg/ha, or t/ha. Similarly, prefer use of g/ha, mg/kg, mg/l, mg/g, ml/l etc. Do not follow the style kg ha\(^{-1}\) or t ha\(^{-1}\). Standard symbol for INR/ Rupee/ Rupees (₹) should be used.

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10. Authors may receive the galley proofs for correction. Only the corresponding authors shall receive a PDF reprint of the published article by E-mail. The corresponding author may further send PDF reprint to all the authors. The PDF reprint can be used by authors for scientific and technical purposes only and not for commercial use.

11. **Useful hints**: All scientific or technical names as well as all data and facts must be rechecked carefully before submitting the manuscript. Avoid expressing data in ‘lakhs’, instead use ‘thousand’ or ‘million’. Only standard **abbreviations** should be used and these should invariably be explained at first mention. Names of plant protection chemicals should not be capitalized, however, the trade names (avoid mentioning trade names unless essential) should be capitalized. Use of unnecessary abbreviations and treatment symbols such as T1, T2 etc. under MATERIALS AND METHODS or tables without actually using them under RESULTS AND DISCUSSION should be avoided. Use % after numbers (not per cent) e.g. 7 %. In a series or range of measurements, mention the units only at end, e.g. 30, 100, 170 and 300 cm (not 30 cm, 100 cm, 170 cm and 300 cm); 20 or 30 % more (not 20 % or 30 % more). Statistical analysis of data in the standard experimental design should be sound and complete in itself with both SEm± and CD (0.05) values given for comparison of treatment means in tables and figures.