

Instructions to Authors for Preparation of Manuscript for the Journal of Oilseeds Research

Prospective author(s) are advised to consult **Issue No. 37(2) June, 2020 of the Journal of Oilseeds Research** and get acquainted with the minor details of the format and style of the Journal. Meticulous compliance with the instructions given below will help quick handling of the manuscript by the reviewers, editor and printers. **Manuscripts are considered for publication in the Journal only from members of the ISOR.**

Guidelines for Manuscript Preparation

1. General

Full-length articles, short communications, book reviews and review articles are published in the Journal. Review articles and book reviews are published usually by invitation. Apart from the regular articles, the journal publishes - meeting reports, research accounts, correspondence, technical notes, meeting reports, commentaries, research news, book reviews, opinions, historical comments, and education point – as and when such articles are received. For details of the types of manuscripts published please refer to ‘**Categories of Manuscripts**’. Full length articles and short communications should report results of original investigations in oilseeds, oil bearing plants and relevant fields of science. Choice of submitting the paper(s) either as full length paper or short communication rests with the authors. The Editor(s) or Reviewer(s) will examine their suitability or otherwise only in that specific category. Each article should be written in English correctly, clearly, objectively and concisely. All the statements made in the manuscript should be clear, unambiguous, and to the point. Plagiarism is a crime and therefore, no part of the previously published material can be reproduced exactly without prior permission from the original publisher or author(s) as deemed essential and the responsibility of this solely rests on the authors. Also, authors shall be solely responsible for the authenticity of the results published as well as the inferences drawn thereof. Telegraphic languages should be avoided. The data should be reported in a coherent sequence. Use active voice. Active voice is clear, unambiguous and takes less space. Use past tense while reporting results. Do not repeat ideas in different forms of sentences. Avoid superfluous sentences such as ‘it is interesting to note that’, ‘it is evident from the table that’ or ‘it may be concluded that’ etc. Use % for percent, %age for percentage, / for per, @ for at the rate of hr for hours, sec for seconds. Indicate date as 21 January 2010 (no commas anywhere). Spell out the standard abbreviations when first mentioned eg. Net assimilation rate (NAR), general combining ability (GCA), genetic advance (GA), total bright leaf equivalents (TBLE), mean sum of squares (MSS).

2. Manuscript

Language of the Journal is English. Based on the category, the number of words of the manuscript would vary and this is brought out under ‘Categories of Manuscripts’ section. As a general principle, completeness of information is more important than the mere length of the manuscript. Each half-page table or illustration should be taken as equivalent to 200 words. It is desirable to submit manuscript in the form of soft copy either as an e-mail attachment to editorisor@gmail.com (preferred because of ease in handling during review process) or in a **compact disk (CD)** (in **MS Word document; double line space; Times New Roman; font size 12**). In exceptional cases, where the typed manuscript is being submitted as hard copy, typing must be done only on one side of the paper, leaving sufficient margin, at least 4 cm on the left hand side and 3 cm on the other three sides. Faded typewriter ribbon should not be used. Double space typing is essential throughout the manuscript, right from the **Title** through **References** (except tables), foot note etc. Typed manuscript complete in all respects, is to be submitted to the Editor, Journal of Oilseeds Research, Indian Institute of Oilseeds Research, Rajendranagar, Hyderabad-500 030. Every page of the manuscript, including the title page, references, tables, etc. should be numbered. Punctuation marks help to show the meanings of words by grouping them into sentences, clauses, and phrases and in other ways. These marks should be used in proper manner if the reader of a paper is to understand exactly the intended meaning. Receipt of the manuscript (in the form of either soft or hard copy) will be acknowledged by the editorial office of the Society, giving a manuscript number which should be quoted in all subsequent correspondence regarding that particular article.

3. Detailed guidelines for preparation of the Manuscript

Before reading the instructions given below, the author(s) would better have a close look at the latest issue of the Journal.

Full-length article comprises the following sections.

- | | |
|--|---------------------------------|
| (a) Short title | (g) Materials and Methods |
| (b) Title | (h) Results and Discussion |
| (c) Author/Authors | (i) Acknowledgments (if any) |
| (d) Institution and Address with PIN (postal) code | (j) References |
| (e) Abstract (along with key words) | (k) Tables and figures (if any) |
| (f) Introduction | |

Guidelines for each section are as follows:

All these headings or matter thereof should start from left hand side of the margin, without any indent.

Short Title

A shortened title (approximately of 30 characters) set in capital letters should convey the main theme of the paper.

Title

The title should be short and should contain key words and phrases to indicate the contents of the paper and be attractive. Jargons and telegraphic words should be avoided. In many cases, actual reading of the paper may depend on the attractiveness of the title.

Author/Authors

The name(s) of author(s) should be typed in capital letters a little below the title, starting from the left margin. Put an asterisk on the name of the corresponding author. **Give the Email ID of the corresponding author as a footnote.**

Institution and Address

This matter will come below the name(s) of the author(s). Name of the Laboratory/Department, followed by the name of the Institution/Organization/University where the work reported in the paper was carried out shall come below the name(s) of author(s). Complete postal address, which should include city/town, district, and state, followed by PIN (postal) code is to be furnished. In case any author has left the above address, this should be indicated as a footnote.

Abstract

The paragraph should start with the word Abstract (in bold font). The abstract should comprise brief and factual summary or salient points of the contents and the conclusions of the investigation reported in the paper and should refer to any new information therein. As the abstract is an independent entity, it should be able to convey the gist of the paper in a concise manner. It will be seen by many more people than will read the paper. The abstract, as concise as possible, should not exceed 250 words in length. Everything that is important in the paper must be reflected in the abstract. It should provide to the reader very briefly the rationale, objectives or hypothesis, methods, results and conclusions of the study described in the paper. In the abstract, do not deflect the reader with promises such as 'will be discussed' or 'will be explained'. Also do not include reference, figure or table citation. At first mention in the abstract, give complete scientific name for plants and other organisms, the full names of chemicals and the description of soil order/series. Any such names or descriptions from the abstract need not be repeated in the text. It must be remembered that the abstracting journals place a great emphasis on the abstract in the selection of papers for abstracting. If properly prepared, they may reproduce it verbatim.

“Key words” should, follow separately after the last sentence of the abstract. “Key words” indicate the most important materials, operations, or ideas covered in the paper. Key words are used in indexing the articles.

Introduction

(To be typed as side-heading, starting from the left-hand margin, a few spaces below the key words)

This section is meant to introduce the subject of the paper. Introduction should be short, concise and indicate the objectives and scope of the investigation. To orient readers, give a brief reference to previous concepts and research. Limit literature references to essential information. When new references are available, do not use old references unless it is of historical importance or a landmark in that field. Emphasis should be given among other things on citing the literature on work done under Indian conditions. Introduction must include: (a) a brief statement of the problem, justifying the need for doing the work or the hypothesis on which the work is based, (b) the findings of others that will be further developed or challenged, and (c) an explanation of the approach to be followed and the objectives of the research described in the paper. If the methods employed in the paper are new, it must be indicated in the introduction section.

Materials and methods

(To be typed as side-heading, starting from the left-hand margin, a few spaces below the introduction)

This part of the text should comprise the materials used in the investigation, methods of experiment and analysis adopted. This portion should be self-explanatory and have the requisite information needed for understanding and assessing the results reported subsequently. Enough details should be provided in this section to allow a competent scientist to repeat the experiments, mentally or in fact. The geographical position of soil site or soils used in the experiment or site of field trial should be identified clearly with the help of coordinates (latitude & longitude) and invariably proper classification according to Soil Taxonomy (USDA), must be indicated to the level of Great-group, Suborder or Order as far as possible. Specify the period during which the experiment(s) was conducted. Send the article after completion of the experiment(s) not after a gap of 5 years. Instead of *kharif* and *rabi* use rainy and winter season respectively. Please give invariably the botanical names for local crop names like *raya*, *bajra moong*, *cholam* etc. Botanical and zoological names should conform to the international rules. Give authorities. Go through some of our recent issues and find out the correct names. Give latest correct names from authentic source. For materials, give the appropriate technical specifications and quantities and source or method of preparation. Should a product be identified by trade name, add the name and location of the manufacturer or a major distributor in parenthesis after the first mention of the product. For the name of plant protection chemicals, give popular scientific names (first letter small), not trade names (When trade name is given in addition, capitalize the first letter of the name). Known methods of analysis should be indicated by referring to the original source, avoiding detailed description. Any new technique developed and followed should be described in fair detail. When some specially procured or proprietary materials are used, give their pertinent chemical and physical properties. References for the methods used in the study should be cited. If the techniques are widely familiar, use only their names in that case.

Results and Discussion

(To be typed as a side-heading, a few spaces below the matter on “Materials and Methods”)

This section should discuss the salient points of observation and critical interpretation thereof in past tense. This should not be descriptive and mere recital of the data presented in the tables and diagrams. Unnecessary details must be avoided but at the same time significant findings and special features should be highlighted. For systematic discussion, this section may be divided into sub-sections under side-heading and/or paragraph side heading. Relate the results to your objectives. While discussing the results, give particular attention to the problem, question or hypothesis presented in the introduction. Explain the principles, relationships, and generalizations that can be supported by the results. Point out any exceptions. Explain how the results relate to previous findings, support, contradict or simply add as data. Use the Discussion section to focus on the meaning of your findings rather than recapitulating them. Scientific speculation is encouraged but it should be reasonable and firmly founded in observations. When results differ from previous results, possible explanations should be given. Controversial issues should be discussed clearly. References to published work should be cited in the text by the name(s) of author(s) as follows: Mukherjee and Mitra (1942) have shown or It has been shown (Mukherjee and Mitra, 1942)..... If there are more than two authors, this should be indicated by *et al.* after the surname of the first author, e.g., Mukherjee *et al.* (1938).

Always conclude the article by clearly crystallizing the summary of the results obtained along with their implications in solution of the practical problems or contribution to the advancement of the scientific knowledge.

Acknowledgments

(To be typed as given above, as a side-heading, well below the concluding portion of Conclusions)

The author(s) may place on record the help, and cooperation, or financial help received from any source, person or organization. This should be very brief, and omitted, if not necessary.

References

(To be typed as above, as side heading below Acknowledgement)

The list of references must include all published work referred to in the text. Type with double line spacing. Do not cite anonymous as author; instead cite the name of the institute, publisher, or editor. References should be arranged alphabetically according to the surnames of the individual authors or first authors. Two or more references by the same author are to be cited chronologically; two or more in the same year by the letters a, b, c, etc. All individually authored articles precede those in which the individual is the first or joint author. Every reference cited in the article should be included in the list of References. This needs rigorous checking of each reference. Names of authors should not be capitalized.

The reference citation should follow the order: author(s), year of publication, title of the paper, periodical (title in full, no abbreviations, italics or underlined), volume (bold or double underlining), starting and ending pages of the paper. Reference to a book includes authors(s), year, title (first letter of each word except preposition, conjunction, and pronouns in capitals and underlined), the edition (if other than first), the publisher, city of publication. If necessary, particular page numbers should be mentioned in the last. Year of publication cited in the text should be checked with that given under References. Year, volume number and page number of each periodical cited under "References" must be checked with the original source. The list of references should be typed as follows:

Rao C R 1968. *Advances in Statistical Methods in Biometrical Research*, pp.40-45, John Wiley & Sons, New York.

Kanwar J S and Raychaudhuri S P 1971. *Review of Soil Research in India*, pp 30-36. Indian Society of Soil Science, New Delhi.

Mukherjee J N 1953. The need for delineating the basic soil and climatic regions of importance to the plant industry. *Journal of the Indian Society of Soil Science*, **1** : 1-6.

Khan S K, Mohanty S K and Chalam A B, 1986. Integrated management of organic manure and fertilizer nitrogen for rice. *Journal of the Indian Society of Soil Science*, **34** : 505-509.

Bijay-Singh and Yadvinder-Singh 1997. Green manuring and biological N fixation: North Indian perspective. In: Kanwar J S and Katyal J C (Ed.) *Plant Nutrient Needs, Supply, Efficiency and Policy Issues 2000-2025*. National Academy of Agricultural Sciences, New Delhi, India, pp.29-44.

Singh S, Pahuja S S and Malik R K 1992. Herbicidal control of water hyacinth and its effect on chemical composition of water (*in*) *Proceedings of Annual Weed Science Conference*, held during 3-4 March 1992 by the Indian Society of Weed Science, at Chaurdhary Charan Singh Haryana Agricultural University, Hisar, 127p.

AICRP on Soybean 1992. *Proceedings of 23rd Annual Workshop of All-India Co-ordinated Research Project on Soybean*, held during 7-9 May 1992 at University of Agricultural Sciences, Bangalore, Karnataka, National Research Centre for Soybean, Indore, pp.48.

Devakumar C. 1986. Identification of nitrification retarding principles in neem (*Azadirachta indica* A.Juss.) seeds. Ph D Thesis, Indian Agricultural Research Institute, New Delhi.

Reference to unpublished work should normally be avoided and if unavoidable it may be mentioned only in the text.

Tables

Tables should not form more than 20% of the text. Each table should be typed on separate sheet and should have on the top a table number (in Arabic numerals *viz.* 1, 2, 3 etc.) and a caption or title which should be short, but sufficiently explanatory of the data included in the table. Information in the table should never duplicate that in

the text and vice versa. Symbols (asterisks, daggers, etc. or small letters, *viz.*, a, b, etc.) should be used to indicate footnotes to tables. Maximum size of table acceptable is what can be conveniently composed within one full printed page of the journal. Over-sized tables will be rejected out-right. Such tables may be suitably split into two or more small tables.

The data in tables should be corrected to minimum place of decimal so as to make it more meaningful. Do not use full stop with CD, SEM \pm , NS (not C.D., S.E.m \pm , N.S.). Do not put cross-rules inside the table. Tables should be numbered consecutively and their approximate positions indicated in the margin of the manuscript. Tables should not be inserted in the body of the text. Type each table on a separate sheet. Do not use capital letters for the tabular headings, do not underline the words and do not use a full-stop at the end of the heading. All the tables should be tagged with the main body of the text i.e. after references.

Figures

Figures include diagrams and photographs. Laser print outs of line diagrams are acceptable while dot-matrix print outs will be rejected. Alternatively, each illustration can be drawn on white art card or tracing cloth/ paper, using proper stencil. The lines should be bold and of uniform thickness. The numbers and letterings must be stenciled; free-hand drawing will not be accepted. Size of the illustrations as well as numbers, and letterings should be sufficiently large to stand suitable reduction in size. Overall size of the illustrations should be such that on reduction, the size will be the width of single or double column of the printed page of the Journal. Legends, if any, should be included within the illustration. Each illustration should have a number followed by a caption typed/ typeset well below the illustration.

Title of the article and name(s) of the author(s) should be written sufficiently below the caption. The photographs (black and white) should have a glossy finish with sharp contrast between the light and the dark areas. Colour photographs/ figures are not normally accepted. One set of the original figures must be submitted along with the manuscript, while the second set can be photocopy. The illustrations should be numbered consecutively in the order in which they are mentioned in the text. The position of each figure should be indicated in the margin of the text. The photographs should be securely enclosed with the manuscript after placing them in hard board pouches so that there may not be any crack or fold. Photographs should preferably be 8.5 cm or 17 cm wide or double the size. The captions for all the illustrations (including photographs) should be typed on a separate sheet of paper and placed after the tables.

4. Expression of Plant Nutrients on Elemental Basis

The amounts and proportions of nutrient elements must be expressed in elemental forms e.g. for ion uptake or in other ways as needed for theoretical purposes. In expressing doses of nitrogen, phosphatic, and potassic fertilizers also these should be in the form of N, P and K, respectively. While these should be expressed in terms of kg/ha for field experiments, for pot culture studies the unit should be in mg/kg soil.

5. SI Units and Symbols

SI Units (System International d 'Unities or International System of Units) should be used. The SI contains three classes of units: (i) base units, (ii) derived units, and (iii) supplementary units. To denote multiples and sub-multiples of units, standard abbreviations are to be used. Clark's Tables: Science Data Book by Orient Longman, New Delhi (1982) may be consulted.

Some of these units along with the corresponding symbols are reproduced for the sake of convenience.

Names and Symbols of SI Units

Physical Symbol for SI Unit Symbol Remarks quantity physical quantity for SI Unit

Primary Units

Length	l	Time	t
metre	m	second	s
Mass	m	Electric current	I
kilogram	kg	ampere	A

Secondary Units

Plane angle	radian	rad
Solid angle	steradian	sr

Unit Symbol

centimetre	cm	microgram	µg
cubic centimetre	cm ³	micron	µm
cubic metre	m ³	micronmol	µmol
day	d	milligram	mg
decisiemens	dS	millilitre	mL
degree-Celsius	°C [= (F - 32) × 0.556]	minute	min
gram	g	nanometre	nm
hectare	ha	newton	N
hour	h	pascal	Pa
joule J	(=10 ⁷ erg or 4.19 cal.)	second	s
kelvin	K (= °C + 273)	square centimetre	cm ²
kilogram	kg	square kilometre	km ²
kilometre	km	tonne	t
litre	L	watt	W
megagram	Mg		

6. Some applications along with symbols

adsorption energy:	J/mol (= cal/mol × 4.19)	leaf area	m ² /kg
cation exchange capacity:	cmol (p+)/kg (= m.e. /100 g)	nutrient content in plants (dry matter basis)	µg/ g, mg/g or g/kg
electrolytic conductivity:	dS/ m (= mmhos /cm)	root density or root length density	m/m ³
evapotranspiration rate:	m ³ /m ² /s or m/s	soil bulk density	Mg/m ³ (=g/cm ³)
heat flux	W/m ²	specific heat	J /kg/K
gas diffusion:	g/m ² /s or m ³ /m ² /s or m/s	specific surface area of soil	m ² /kg
water flow:	kg/m ² /s (or) m ³ m ² s (or) m /s	thermal conductivity	W/m/K
gas diffusivity:	m ² /s	transpiration rate	mg/ m ² / s
hydraulic conductivity	m/s	water content of soil	kg/kg or m ³ /m ³
ion uptake (per kg of dry plant material):	mol/kg	water tension	kPa (or) MPa

While giving the SI units the first letter should not be in capital i.e cm, not Cm; kg not Kg. There should not be a full stop at the end of the abbreviation: cm, not cm. kg, not kg.; ha, not ha.

In reporting the data, dimensional units, viz., M (mass), L (length), and T (time) should be used as shown under some applications above. Some examples are: 120 kg N/ha; 5 t/ha; 4 dS/m etc.

7. Special Instructions

- i. Data on field experiments have to be at least for a period of 2-3 years
- ii. Papers on pot experiments will be considered for publication only as short communications
- iii. Giving coefficient of variation in the case of field experiments Standard error in the case of laboratory determination is mandatory. For rigorous statistical treatment, journals like Journal of Agricultural Science Cambridge, Experimental Agriculture and Soil Use and Management should serve as eye openers.
- iv. In a series or range of measurements, mention the unit only at the end, e.g. 2 to 6 cm², 3, 6, and 9 cm, etc. Similarly use cm², cm³ instead of sq cm and cu m.
- v. Any unfamiliar abbreviation must be identified fully (in parenthesis).
- vi. A sentence should not begin with an abbreviation.
- vii. Numeral should be used whenever it is followed by a unit measure or its abbreviations, e.g., 1 g, 3 m, 5 h, 6 months, etc. Otherwise, words should be used for numbers one to nine and numerals for larger ones except in a series of numbers when numerals should be used for all in the series.

- viii. Do not abbreviate litre to `l` or tonne to `t`. Instead, spell out.
- ix. Before the paper is sent, check carefully all data and text for factual, grammatical and typographical errors.
- x. Do not forget to attach the original signed copy of `Article Certificate` (without any alteration, overwriting or pasting) signed by all authors.
- xi. The referee process is as enumerated below. On revision, please answer all the referees' comments point-wise, indicating the modifications made by you *on a separate sheet* in duplicate.
- xii. If you do not agree with some comments of the referee, modify the article to the extent possible. Give reasons for your disagreement, with full justification so that the article would be examined again.
- xiii. Rupees should be given as per the new symbol approved by Govt. of India.
- xiv. Please go through the `Submission Preparation Checklist for Authors` (given below) before you submit the manuscript for ease of processing at editorial level

Submission Preparation Checklist for Authors:

- ⊕ All the authors who have contributed to the work have been included in the authorship.
- ⊕ Only those authors who have contributed to the work have been included in the authorship.
- ⊕ Required permissions from the respective institutions of authors' affiliations have been obtained before submitting the article by following the prescribed procedures of the institutions.
- ⊕ The affiliations provided have been thoroughly checked.
- ⊕ All the authors have read the article and agree to facts of the contents as well as disclosure thereof in the manuscript.
- ⊕ The overall structure of the format given in `Instructions to Authors` has been followed while preparing the manuscript.
- ⊕ The references have been cross checked.
- ⊕ The listed references are in the prescribed format.
- ⊕ Each of the figures and tables (if any) included is necessary to present the information.
- ⊕ All the figures and tables (if any) are labeled and described properly and quoted in the text.
- ⊕ Photographs (if any) illustrate/depict the intended scientific fact(s)/data precisely and clearly.
- ⊕ In respect of all the figures and tables that have been borrowed from other published material, appropriate consent(s) from the original copyright holders (authors/publishers) have been properly obtained and that original authors/publishers are duly attributed.
- ⊕ Due care has been taken that no text/figures, tables or part(s) thereof are previously published or submitted for any other publication by the authors.
- ⊕ The manuscript is checked for the spelling and grammatical correctness.
- ⊕ There is no conflict of interest.

8. The typical period of time allowed for reviews: Four (Weeks) and the time taken for first decision is about 5 weeks.

9. Journal's Copyright Policy: The Journal of Oilseeds Research reserves all the copy rights of the published articles and prior permission is to be taken from the journal office if any part of the published articles is to be reproduced in any form in any other publication.

10. Open Access Policy: Immediate Open Access Online

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