

Notes for Contributors

Instructions to authors for submission of manuscripts to *Plant Genetic Resources: Characterization and Utilization*

Submission

The journal requires that manuscripts be submitted by e-mail, in the form of attachments sent to the journal administrator Faye Kalloniatis (mailto:plantgeneticresources@googlemail.com). Manuscripts must be written as double-spaced text in good English, using a current version of Microsoft Word or OpenOffice.org Writer. Each figure should be included as a separate attachment, and should not be pasted into the body of the text. Figures must be prepared in jpeg format (not powerpoint). The total size of the attachments should not exceed 2Mb.

Peer review process

All manuscripts are peer reviewed by two referees, who may or may not choose to remain anonymous. The journal makes every effort to complete the peer review process as quickly as possible, and generally this is achieved within 6 weeks of receipt of the manuscript. Articles which the editor considers may be accepted subject to modification must be resubmitted to the journal within 1 month of their return date in order to be considered part of the original submission. If this deadline is passed, a resubmission will be considered as a new manuscript. If authors choose to resubmit, they must provide, in a covering letter, a detailed point-by-point response to all the criticisms raised by each of the reviewers, and where appropriate, those raised by the editor.

Copyright

The journal needs your agreement to publish your article and you will be sent a 'Transfer to copyright' form along with your first set of proofs. The form must be completed and returned to Cambridge University Press.

Types of article

The journal accepts two forms of research report – full articles and short communications. The format of these is detailed separately below. Authors should note that the journal will not review submissions using the RAPD marker system, except where very large numbers of assays place a cost limitation on the analysis, or where RAPD data is combined with, and is co-analysed with other forms of descriptive data, which allows an objective means of assessing the credibility of the RAPDs.

Full articles

The *title page* should carry the title of the article and the authors' names and addresses. Also indicate the name and include the e-mail address of the corresponding author. The e-mail address is particularly important as page proofs will be sent electronically as a .pdf file to the corresponding author for checking. (See 'page proofs' section below).

The *text* must be divided into sections, each beginning on a new page. The sections consist of *Abstract, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, References, Tables, Figure legends*. In exceptional circumstances, the *Results* and *Discussion* sections can be combined, but where this has been done, the authors must provide a justification for doing so in their covering letter. The *Abstract* should not normally consist of more than 200 words, and in no case should exceed 300 words. It should indicate the scope and main conclusions of the paper. Below the text, add a list of keywords for indexing purposes.

The *Introduction* should be no more than 750 words long. It should explain why the work was done, and briefly introduce the scope and contents of the paper.

The *Materials and Methods* section should detail experimental design and statistical analysis and should be kept as brief as possible with the aid of appropriate citation to the literature (e.g. for standard methods etc.).

Results should be recorded in the past tense.

The *Discussion* should interpret the results, and present them in the broader context of other work on the subject. It should not simply be a restatement of the results.

Citations within the text should be listed in chronological order, by author and date, using 'and' between names of joint authors and, for those with more than two authors, citing only the first author *et al.* (e.g. White *et al.*, 1993). The final list of references should be in the following format, and listed by alphabetical order of author, e.g.

Gregory RS (1985) Triticale breeding. In: Lupton FGH (ed.) *Wheat Breeding: Its Scientific Basis*. London: Chapman and Hall, pp. 20-30.

Kingston-Smith AH, Bollard AL, Humphreys MO and Theodorou MK (2002) An assessment of the ability of the stay-green phenotype in *Lolium* species to provide an improved protein supply for ruminants. *Annals of Botany* 89: 731-740.

Marshall DR and Brown AHD (1973) Stability of performance mixtures and multilines. *Euphytica* 22: 405-412.

Smith JE (1988) The effects of roguing on the frequency of atypical winter wheat plants. PhD Thesis, University of Nottingham.

Tables should be numbered consecutively, carrying an appropriate caption and presented in a way which makes the table self-explanatory. Large tables should be avoided, and the number of tables per article is limited to four. Where extra tables are felt necessary for a proper understanding of the material, and particularly where large tables are presented, these can be published as "online supplementary tables". To distinguish online tables from those appearing in the print copy, they must be labelled Table S1, Table S2 etc.

Figures. The number of figures is limited to four per article. For the inclusion of colour illustrations the authors will be asked to make a financial contribution towards the cost. Additional figures can be published online, and these should be labelled and referred to in the text as Figure S1, Figure S2 etc.

However, note that the total number of tables plus figures appearing in the print version may not exceed six. The optimum placement of tables and figures should be noted within the text.

Figures and tables should not be interspersed throughout the text but should be presented at the end or as a separate file. All supplementary material must be supplied as a separate file and marked as such.

Short communications

These will be limited to a maximum of 1000 words of text, plus two figures or tables (or one of each). Section headings should normally be restricted to *Abstract, Experimental, Discussion, Acknowledgements, References*. This form of communication has been explicitly designed to reflect the format of poster presentations.

Page proofs

Once typeset, the corresponding author will receive page proofs by e-mail as a .pdf file. You will be asked to return the corrections via email (no later than 4 days after receipt). There is also a copyright transfer form in the file; this needs to be signed and returned along with the offprint order.

Offprints

With the .pdf proof, the corresponding author will also be e-mailed an offprint order form. If offprints of the paper are required, the appropriate form should be completed, using the price scale provided, and returned with the corrected proof to the proofreader. You will be provided with a final .pdf file by e-mail at no expense. You will also be sent a 'Terms and Conditions' form which outlines how you may use your .pdf file.

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