

## Guide for Authors

*Agro-knowledge Journal* is a scientific journal publishing scientific and professional papers that have not been previously published in other journals. As abstracts, synopses, masters and PhD thesis are not considered as published papers they can be published in *Agro-knowledge Journal* and should be accordingly annotated.

### Types (categories) of papers

*Agro-knowledge Journal* publishes reviewed papers according to the following categories: review papers, original scientific papers, preliminary communication, scientific and expert conferences papers as well as professional papers.

*Review papers* are written by the authors who have at least ten scientific papers published and reviewed in international and national journals dealing with the subject related to the review paper. At the same time this implies that the ten scientific papers mentioned above have to be cited in review papers.

*Original scientific papers* include the unpublished scientific results of an original scientific research.

*Preliminary communications* include new scientific results that need to be published previously.

*Scientific and experts conferences papers* are considered as review papers, scientific or professional papers with a special emphasis on the conference where they have been presented.

*Professional papers* are a significant contribution to the profession on the subject that the author has not previously published.

The author suggests the type (category) of his/her paper, while the final decision is made by the editorial board on the proposal of the reviewers.

### Preparing papers for printing

Papers should be written in English.

*Paper length* is limited to 12 pages in A4 paper for review papers. For all the other categories it is limited to 8 pages in A4 paper. This paper length includes all the tables, graphs, figures, schemes, etc. Papers should be written in 12pt, Times New Roman, 1,5 lines spacing. All the margins should not be less than 2,5 cm.

*Review papers* should consist of the following sections: Abstract, Introduction (with Literature Review), Discussion or Analysis, Conclusion, References and Abstract translated into Serbian (optional) and Acknowledgement (optional).

*Original scientific papers* should consist of the following sections: Abstract, Introduction (with Literature Review), Material and Methods, Results and Discussion, Conclusion, References and Abstract translated into Serbian (optional) and Acknowledgement (optional).

*The paper title* should be concise, informative and written in small letters, font size 14 pt, without highlighting the text (bold, italic, underline), centered. The name and surname of the authors should be written without title of rank, in font size 12pt, centered, one empty line below the paper title. The name and address of the institution (organization) in which the respective authors are employed should be below the name of the authors, followed by the name of the city and country where the institution is placed (in *italics*). Also, the e-mail address of the corresponding author is necessary to be given.

*Abstract* provides a brief description (summary) of the paper that needs to be between 50 and 150 words. The abstract should contain the following elements: the objective (purpose) of the research, methods, results, ideas for new research and a short conclusion.

*Key words* (maximum 5 words), with a single space below the Abstract, are given in the following way: *Key words*: First key word, Second key word...Fifth key word.

*Headings and subheadings* are given in the following way: the main section headings, such as Introduction, Material, etc., are written in font size 13pt, centered. There are two empty lines between Key words and Introduction. Subheadings in sections should be written in font size 12 pt, aligned to the left margin. There is one empty line between a section heading and the text of the previous section. Also, there is one empty line between each heading/subheading and the text that accompanies it.

*References* are written in alphabetical order with full data (author, year, title, publisher, place of publication, pages).

*Abstract* translation into Serbian is optional. Following the pattern above, the Abstract translation should also include the paper title, author's name, the name of the institution (organization) in which the respective authors are employed, the name of the city and country where the institution (organization) is placed and Key words, as well, all in the format specified above and in the same language.

Also, the name and surname of the author responsible for correspondence and his/her e-mail address should be written below the list of *References* or *Abstract* translation.

*Tables, graphs and figures* in the paper must be numbered and have a proper caption/title (e.g. Tab. 1 / Graph 1 / Fig. 1 / Research results in 2011). The captions of the tables are above them with left alignment and one blank line in between, while the names of graphs and figures are below them, centered, with one blank line in between. Tables, graphs and figures should not go beyond the set margins. Redundant lines, cell staining, bold letters, and the like, should be avoided in tables. Graphs and figures are to be displayed without a frame. All text elements have to be specified in English, the font size 8 pt to 12 pt and regular font style. Figures, schemes, etc., must be at least 300 dpi and sent as separate attachments, while the figures of the lower resolution should be actually set in the paper in order to demonstrate their desired position and dimensions.

*Nomenclature and units* - use the international system of units (SI). If other units are mentioned, please give their equivalent in SI.

Authors and Editor(s) are, by general agreement, obliged to accept the rules governing biological nomenclature, as laid down in the International Code of Botanical Nomenclature, the International Code of Nomenclature of Bacteria, and the International Code of Zoological Nomenclature.

***Agro-knowledge Journal* applies Publication Manual of the American Psychological Association (APA) style and advice for citing and listing references.**

*Citations* in the text (in-text citations) are in parentheses and include the author's name and year of publication, separated by commas. The number of the cited pages can be put after the year of publication and it is also separated by commas.

It is best to avoid the *abbreviations* unless they are generally known. When they are cited for the first time, each abbreviation needs to be explained, i.e., state the full name. The abbreviations in tables, graphs and figures need to be explained.

*Footnotes* should be avoided and only used when it is necessary to give further explanation for a part of the text.

*Acknowledgements* are placed at the end of the paper, after the section Conclusion and they usually includes information about the research support, projects, etc.

*References* are placed at the end of the paper and it must have all the sources used in the paper. Personal documents, letters, memoranda and informal electronic communication should not be placed in References. The name of the city where the work was published is omitted if the name is included in the publisher's name (e.g. University of Banja Luka). References are written in alphabetical order. If you cite more than one paper of the same author, the earlier published ones should be cited first, then the latest, while the ones published in the same year should be cited in alphabetical order according to the titles, e.g., (1995a), (1995b). In case they have no author, the title and the name of the institution take the place of the author's name. Secondary sources citation should be avoided and used only for the sources not available in generally spoken languages. In the reference list, only the secondary source is included.

### Examples of in-text citations and reference list

These examples are intended to provide an overview of the citation style applied in this journal. The examples are given in Table 1.

After submission all papers are read by the managing and technical editor. If it is necessary, the papers will be returned to the authors for correction. The papers which have not been done in accordance with Guide for Authors will not be taken into further consideration. As soon as they have undergone the correction, the managing editor sends them for review. After the reviews have been completed, in case there are some comments or suggestions, the papers will be returned to the authors for additional correction. When the correction is done, the papers will be sent for review again. Each paper goes through two anonymous reviews.

Submit the paper in electronic format *via* e-mail at *agroznanje@gmail.com* or *via* regular postal mail as CD or USB to the address of Faculty of Agriculture in Banja Luka with notification: for editor's office of Agro-knowledge Journal. The papers should be submitted as an open document made in Microsoft Word, in the format given in the Guide for Authors in due time. The papers that do not meet the deadline will not be submitted for review.

All the papers will be UDC and DOI assigned.

They will undergo technical and linguistic proofreading. The technical editor may do possible minor corrections in agreement with the author.

After the Journal has been published, all the authors will receive his/her papers in PDF file *via* e-mail.

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Tab. 1. Examples of in-text citations and citing reference sources

Category	Subcategory	In-text citations	Citing sources
Books	One author	Hopkins (2009) presents... (Hopkins, 2009)	Hopkins, W. G. (2009). <i>Introduction to Plant Physiology</i> . New York: John Wiley & Sons.
	Two authors	Teiz and Zeiger (2002) present ... (Teiz & Zeiger, 2002)	Taiz, L., & Zeiger, E. (2002). <i>Plant physiology</i> . Sunderland: Sinauer.
	More authors	Sharp et al. (2002) presented ... (Sharp et al., 2002)	Sharp, J.A., Peters, J. & Howard, K. (2002). <i>The management of a student research project</i> . Aldershot: Gower.
	Editor or translator instead of the author	(Brickell, 2004)	Brickell, C. (Ed.). (2004). <i>Encyclopedia of gardening</i> . London: Dorling Kindersley.
		(Royal Horticultural Society, 2004) – <i>first citation</i> (RHS, 2004) – <i>following citation</i>	Royal Horticultural Society. (2004). <i>Encyclopedia of gardening</i> . London: Dorling Kindersley.
	Chapter or some other part of the book	(Silber, 2008)	Silber, A. (2008). Chemical characteristics of soilless media. In Raviv, M., & Lieth, J.H. (Eds.), <i>Soilless culture: theory and practice</i> (pp. 209-244). London: Elsevier.
	Electronic book	(Conoloff, 2012)	Conoloff, A. (2012). <i>Salvaging the suburbs</i> . doi: 11.8870/6001/2122.442. 261
(Gladwell, 2008)		Gladwell, M. (2008). <i>Outliers: The story of success</i> . New York: Back Bay Books. Retrieved May 16, 2013, from <a href="http://www.amazon.com">http://www.amazon.com</a>	

Tab. 1. Examples of in-text citations and citing reference sources (continued)

Category	Subcategory	In-text citations	Citing sources
Articles	In printed journals	Todorović et al. (2012)	Todorović, V., Gavrić Rožić, A., Marković, S., Đurovka, M. & Vasić, M. (2012). Influence of temperature on yield and earliness of lettuce grown in the winter period. <i>Agroznanje</i> , 13(3), 475-481.
	<i>In electronic (on-line) journal publications:</i>		
	<i>Papers with DOI assigned</i>	(Wieger, 2012)	Wieger, M. (2012). The agri-food sector in Poland – an analysis and assessment of CAP results in 2000-2011. <i>Agroznanje</i> , 13(4), 619-631. doi: 10.7251/AGREN1204619W
	<i>Papers with no DOI assigned:</i>	(Shen et al., 2012)	Shen, G., Huhman, D., Lei, Z., & Snyder, J. (2012). Characterization of an isoflavonoid-specific prenyltransferase from <i>Lupinus albus</i> . <i>Plant Physiology</i> , 159(1), 70-80. Retrieved from: <a href="http://www.plantphysiol.org/content/159/1/70.full.pdf+html">http://www.plantphysiol.org/content/159/1/70.full.pdf+html</a>

Tab. 1. Examples of in-text citations and citing reference sources (continued)

Category	Subcategory	In-text citations	Citing sources
Other publications	Publications of various organizations and institutions	(U.S. Government Accountability Office [U.S. GAO], 2010) – <i>first citation</i>  (U.S. GAO, 2010) – <i>following citation</i>	U.S. Government Accountability Office. (2010, March). <i>Information security: Concerted effort needed to consolidate and secure Internet connections at federal agencies</i> . Retrieved from <a href="http://www.gao.gov/assets/310/301876.pdf">http://www.gao.gov/assets/310/301876.pdf</a>
	Laws, regulations and other legislation	(Law on agriculture, 2006)	Law on agriculture. (2006). <i>Official gazette of the Republic of Srpska, July, 24, 2006, 70/06.</i>
	Doctoral dissertation or master's thesis	Printed version  (Caprette,2005)	Caprette, C. L. (2005). <i>Conquering the cold shudder: The origin and evolution of snake eyes</i> (Doctoral dissertation/ Master's thesis). Ohio State University, Columbus, OH.
		Electronic version  (Caprette,2005)	Caprette, C. L. (2005). <i>Conquering the cold shudder: The origin and evolution of snake eyes</i> (Doctoral dissertation). Ipeyzero ca (Retrieved from): <a href="http://www.ohiolink.edu/etd/send-pdf.cgi?acc_num=osu1111184984">http://www.ohiolink.edu/etd/send-pdf.cgi?acc_num=osu1111184984</a>
	Papers presented at seminars, symposiums or conferences	(Drinić & Savić, 2012)	Drinić, Lj., & Savić, M. (2012, March). <i>Problems in agriculture and rural development in Republic of Srpska</i> . Paper presented at the I International Symposium and XVII Scientific Conference of Agronomists of Republic of Srpska, Trebinje. Bosnia and Herzegovina.

Tab. 1. Examples of in-text citations and citing reference sources (continued)

Category	Subcategory	In-text citations	Citing sources
Electronic sources	Internet presentation	( <a href="http://www.seaturtles.org">http://www.seaturtles.org</a> )	<p><i>If you do not cite a specific part of an internet presentation, but the internet presentation itself, this source needn't be included in the reference list, but it must be clearly emphasized in the text e.g.:</i></p> <p>The Sea Turtle Restoration Project homepage presents a wealth of compelling, well-researched information on the struggle to save the world's sea turtles from extinction (<a href="http://www.seaturtles.org">http://www.seaturtles.org</a>).</p>
	Specific pages within the internet presentation (eg, report, explanation, article, etc.).	(Sea Turtle Restoration Project, 2006)	Sea Turtle Restoration Project. (2006). Threats to sea turtles. Retrieved from <a href="http://seaturtles.org/section.php?id=104">http://seaturtles.org/section.php?id=104</a>



