



International Network for Natural Sciences

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Text Preparation

▶ Manuscripts should be typewritten on an A4 sheet having 1.5 line-spacing throughout the text. The margins should be 2.54 in all sides and page number should be should be consecutively on the bottom of the page. The manuscript should be written in Arial style using 12 font size.

▶ Headling and subheading must be included and numbered consistently.

▶ Running text should be continuous.

▶ Distinguish separate sections, and sections from headers, by a single blank line.

▶ Use only italic or bold formatting to emphasize text (sparsely).

▶ Scientific abbreviations: please always define an abbreviation where it appears in the text for the first time (e.g. PCR – Polymerase Chain Reaction).

▶ Please use italic formatting in principle only for mathematical variables, genus and species names, and chemical prefixes. In the text: *in vivo*, *in situ*, *et al.* Use of italic formatting in the text should be careful and sparse (see also “emphasis”).

▶ A cross-reference in the text should always refer to a chapter and section, rather than a page number (e.g. “see Chapter 1”, or “see Section 1.2”). Page numbers may change during the draft and/or correction phase and are then no longer correct.

▶ Graphics, schemes, equations, and tables are referred to in the text at least once, in the order in which they appear.

▶ The manuscript should have details contents with page numbers.

Units, abbreviations, and symbols

▶ Units: Please use only SI units.

▶ Abbreviations: Make consistent use of standard abbreviations throughout the text (refer to your dictionary or style guide). Scientific abbreviations should in principle be defined where they appear in the text for the first time (see Section 2.2).

▶ Symbols: In particular mathematical symbols should be unambiguously recognizable.

Tables

- ▶ Tables should be numbered consistently and in order of appearance (e.g. Table 2.1, 2.2, etc.) and have a title.
- ▶ Small tables can be placed in the running text, separated by a blank line above and below the table.
- ▶ Tables must be referred to in the text.
- ▶ Footnotes that appear in tables should be formatted as superscripted small capital letters, enclosed in square brackets. The footnote text is placed under the table.

Lists

- ▶ Hierarchical lists are numbered sequentially: 1., 2., 3., etc.
- ▶ Non-hierarchical lists are indicated by bullets (•).
- ▶ Further sublevels are indicated by what is known as an “em” dash (–).

Equations

- ▶ Mathematical equations should be placed on separate lines. In order to clearly distinguish them from the main text, one blank line should be inserted above and below the equation.
- ▶ The equations are to be numbered per chapter and in order of appearance, and the number should be placed in round brackets, for example (1.5). The numbers should be placed next to the equation, justified to the right side of the page.
- ▶ The equations should preferably be referred to in the text, using the same notation with round brackets.
- ▶ Symbols in formulae and sub- and superscripts must be clearly recognizable as such.
- ▶ Equations must be prepared using commonly available software.

Graphics (line art figures, halftone figures, schemes, formulae)

- ▶ Graphics and schemes should be numbered consistently and in order of appearance (e.g. Figure 2.1, 2.2, Scheme 2.1, 2.2).
- ▶ Figures should have a caption, which is placed underneath them, and must be referred to in the text.
- ▶ File names for graphics data must contain numbers (chapter, number, e.g. 4.11).
- ▶ In structural formulae, the lettering size, bond lengths, and line thicknesses must remain consistent throughout.

Citations (references)

All citations that appear in tables, captions, or footnotes should be numbered listed at the end of the text in a separate section entitled “References”. References should be formatted according to following guidelines:

Flor H. 1971. Current status of the gene-for-gene concept. *Annual Review of Phytopathology* **9**, 257–296.

Bari R, Jones JD. 2009. Role of plant hormones in plant defence responses. *Plant Molecular Biology* **69**, 473–488.

Gachon CM, Langlois-Meurinne M, Saindrenan P. 2005. Plant secondary metabolism glycosyltransferases: the emerging functional analysis. *Trends in Plant Science* **10**, 542–549.

Huynh BL. 2008. Genetic characterization and QTL mapping for grain fructan in wheat (*Triticum aestivum* L.). PhD thesis, University of Adelaide, Australia, 17–35.

Jiang Q, Gresshoff PM. 1993. Lotus japonicus: a model plant for structure–function analysis in nodulation and nitrogen fixation. In: Gresshoff PM, ed. *Current topics of plant molecular biology*, Vol. II. Boca Raton, FL: CRC Press, 97–110.

Rose JKC, Catala C, Gonzalez-Carranza CZH, Roberts JA. 2003. Plant cell wall disassembly. In: Rose JKC, ed. *The plant cell wall*. Oxford, UK: Blackwell Publishing Ltd, 264–324.

Websites/URLs

www.worldleaders.com (23 January 2006)

Smith WA, Collins G. <http://www.smithspage.org/techspec.htm> (22 February 2006).

Unpublished results, including submitted manuscripts and those in preparation, should be cited as unpublished in the text. Journal titles should not be abbreviated but be given in full. Citation of articles from e-journals and journal articles published ahead of print should have the author names, year, manuscript title, journal title, volume number and page number.

Appendices

Appendices may be used to carry information that complements your book: extensive lists of tables or symbols, glossaries, or other material. Multiple appendices should be discriminated by using “Appendix A”, “Appendix B”, etc.

Indexes

An index is more than an alphabetical list of keywords with page numbers. It enables the reader direct access to relevant topics that are covered in the book.

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Submission of manuscript

The author should make a single folder for all texts, figure, tables, etc. The folder containing the book should be submitted to book@innspub.net via e-mail attachment as zip file. Alternatively, the author should send the files in CD-ROM.