

Instructions for Authors

General Rules

1. Papers submitted to the *Bulletin of the Institute of Tropical Agriculture, Kyushu University* should be:
 - (a) original contributions to the field of tropical agriculture, or
 - (b) the results of academic research using the facilities of the Institute of Tropical Agriculture, Kyushu University, or
 - (c) contributions by staff members (as either the first author or co-author) of the Institute of Tropical Agriculture, Kyushu University.
2. The editorial board reviews all manuscripts for possible publication. The board may request the author(s) make necessary revisions. The final decision to publish a manuscript is the responsibility of the Editor-in-Chief.
3. Submission of a manuscript implies: that, if and when the manuscript is accepted for publication, the authors agree to automatic transfer of the copyright to the Institute of Tropical Agriculture, Kyushu University; and that the manuscript will not be published elsewhere in any language without the consent of the copyright holders. For further information, please contact the editorial office.

Manuscript Preparation

General remarks

Papers should be written in clear, concise English. Manuscripts must be prepared using A4-size paper, double spaced with a wide margin. Use a standard 12-point font (e.g., Times New Roman) for text. All pages must be numbered consecutively. Avoid the use of footnotes in the text.

Title page: Include name(s) of author(s), a concise and informative title; affiliation(s) and address(es) of the author(s); e-mail address, telephone and fax numbers of the corresponding author to whom proofs should be sent.

Abstract: Authors are requested to ensure that abstracts for all types of contribution provide concise, factual information about the objectives of the work, the methods used, the results obtained and the conclusions reached. A suitable length is about 300 words.

Keywords: Authors must list immediately below the abstract up to six key words (not phrases) that identify the main points in their paper.

Introduction: This should contain a clear statement of the reason for doing the work, outlining essential background information but should not include either the results or conclusions.

Materials and methods: This should be concise but provide sufficient details to allow the work to be repeated

Results: This should state the results, drawing attention to important details in tables and figures.

Discussion: This should highlight the significance of the results and place them in the context of previous works.

Acknowledgements: Be brief. Acknowledge only people and institutions that contributed directly to the project, research, or the manuscript quality.

References: The list of References should only include works that are cited in the text and that have been published or accepted for publication. Personal communications should only be mentioned in the text. References should be cited by author and year (e.g., Kurosawa, 1997; Ogata and Taylor, 1991; Miyajima *et al.*, 2005) and listed in alphabetical order by the first author's name. If there is more than one work by the same author or team of authors in the same year, a, b, etc. is added to the year both in the text and in the list of references.

***Journal papers:** name(s) and initial(s) of all authors; year; full title; journal title abbreviated in accordance with international practice; volume number; first and last page numbers

Example:

Miyajima, I., Kato, A., Hagiwara, J. C., Mata, D., Facciuto, G., Soto, S., Escandon, A., Mori, M., Kobayashi, N. (2005) Promotion of immature seed germination in *Jacaranda mimosifolia*., HortScience 45 (5): 1485-1486.

If available, the Digital Object Identifier (DOI) of the cited literature should be added at the end of the reference in question.

Example:

Matsumoto, M. (2005) Analysis of whole cellular fatty acids and anastomosis relationships of binucleate *Rhizoctonia* spp. associated with *Ceratobasidium cornigerum*. Mycoscience 46: 319-324. DOI: 10.1007/s10267-005-0253-9

***Single contributions in a book:** name(s) and initial(s) of all authors; year; title of article; editor(s); title of book; edition; volume number; publisher; place of publication; page numbers.

Example:

Yahata, H. (2000) Photographic estimation of light environments on forest floors and effects of light on the growth of Dipterocarp seedlings. In: Guhardja, E., Fatawi, M., Sutisna, M., Mori, T., Ohta, S. (eds.), Rainforest Ecosystems of East Kalimantan: El Niño, Drought, Fire and Human Impacts, Ecological Studies 140. Springer-Verlag, Tokyo, 259-267.

***Book:** name and initial(s) of all authors; year; title; edition; publisher; place of publication.

Example:

Tivy, J. (1990) Agricultural ecology, 1st edn. Longman Scientific & Technical, England.

Symbols, acronyms, and units of measure: Define all symbols and spell out all acronyms and units of measure the first time they are used; abbreviate them thereafter. Use the metric system and SI units to express weights and measures.

Tables and figures: All figures (photographs, graphs or diagrams) and tables should be cited in the text, and each numbered consecutively with Arabic numerals. Legends of figures and tables should be self-explanatory: non-standard symbols and abbreviations must be identified in the legends.

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Electronic submissions are preferable. Please send either MS-WORD or PDF documents to *bulletin_ita@agr.kyushu-u.ac.jp* by e-mail with the subject heading “Manuscript submission”, or by any of the following media: a diskette or a CD-ROM (you may use .zip for compression). Otherwise, three copies of a manuscript should be submitted to the editorial office.

Proofreading

Proofreading is the responsibility of the author. Authors should make their proof corrections (formal corrections only) on a printout of the PDF file supplied, checking that the text is complete and that all figures and tables are included. Substantial changes in content, e.g., new results, corrected values, title and authorship are not allowed without the approval of the Editor-in-Chief. In such a case please contact the Editorial Office before returning the proofs.

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