

Guidelines for Contributed Papers for the International Temperate Rice Conference

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Oral presentation/poster presentation

*I am interested in submitting for the Special Issue of Field Crops Research

ABSTRACT

You have been invited to prepare a paper for consideration for inclusion in the 2017 International Temperate Rice (ITR) conference. The deadline for submission is **Friday, 4 November 2016**. Please send your paper to Russell Ford at rford@rrapl.com. All papers will be reviewed by an expert in the field upon submission, with feedback provided on any changes to be made. You will then have the chance to edit your paper, with revised papers to be submitted by **Friday 13 January**. The timetable is summarized in Table 1.

Table 1. Timeline for the production of the proceedings of the 2017 International Temperate Rice Conference

Due date	Activity
29 August 2016	Invitations for oral and poster presentations and papers
September-December 2016	Ongoing peer review and feedback of papers
4 November 2016	Deadline for submission of full papers
13 January 2017	Deadline for submission of revised papers
6-9 March 2017	International Temperate Rice Conference

1. Structure and content of papers

The contents of your paper should include:

- **Title** – *concise, informative, containing key words; do not exceed 1 line length; ideally ≤10 words*
- **Authors** – *initials and family name*
- For each author, their organization, city, country, and email address (see format above)
- **Presentation type** – *you should specify whether your submission is for an oral or poster presentation*
- **Statement of interest** – *only required by those interested in submitting for Field Crops Research*
- **ABSTRACT** – *state concisely the purpose of the research, the principal results and major conclusions (≤350 words)*
- **Key words** – *a maximum of five, separated by commas; do not use words that appear in the title*
- **1. Introduction** – *the reasons for the work, essential background, rationale (why the work is needed) and objectives of your research (<750 words)*
- **2. Methods** – *provide sufficient information for the reader to be able to understand the methods used and to demonstrate the rigor of the work; where standard methods are used, refer to*

42 appropriate scientific literature rather than providing the details. Please give special attention to
43 statistical design and analyses (<1,000 words)

- 44 • **3. Results** – results should be clear and concise; use tables and figures; results of statistical
45 analysis should be presented where appropriate. Results should be presented in a separate
46 section from discussion
- 47 • **4. Discussion** – the discussion should focus on the significance of the results, and not repeat
48 them
- 49 • **Conclusions** – present the main conclusions of the study (<500 words)
- 50 • **Acknowledgements** – please acknowledge all donors and partners who contributed to the
51 research
- 52 • **References** – Maximum of 10. Please see the style guide below

53 54 **2. Style and format**

55 56 *2.1 General*

- 57
- 58 • **Papers should not exceed 10 pages** (including figures and tables and captions)
- 59 • Papers and tables should be prepared using **Microsoft Word**, and submitted in a single word file
- 60 • Insert tables, figures and photos in the text at the appropriate location **between paragraphs** (do
61 not wrap text around tables etc.)
- 62 • **Figures should also be provided separately in Excel files**, and **photos should also be provided**
63 **as .jpg files** or equivalent
- 64 • Include line numbering

65 66 *2.2 Spelling*

67 Both British spelling and American spelling are acceptable.

68 69 70 *3.3 Manuscript format*

71 72 *3.3.1 Font*

73 Please use **Calibri 11 pt.** script for all text and headings. For title use **Calibri 14 pt.**

74 75 *3.3.2 Page size*

76 Please use page size A4: 210 x 297 mm (8.27 x 11.7 in).

77 78 *3.3.3 Margins*

79 Left/right margins should be set to 3.2 cm (1.25 in), while top/bottom margins should be set at 2.5
80 cm (1 in). Text should be aligned left. Do not right justify.

81 82 *3.3.4 Spacing*

83 The entire text should be vertically single-spaced. Indent (1.25 cm) the start of each paragraph. A
84 single character space, not two spaces, should be left after periods (“full stops”) at the ends of
85 sentences and after colons and semi-colons.

86 There should be no line space between table and box captions and the border of the table/box (as
87 for Table 1 above and Box 1 below).

88

89 3.3.5 *Style of headings*

90 The example in Box 1 provides four levels of headings in addition to the title. For most manuscripts,
91 three heading levels should be sufficient. Use of numbering for headings and sub-headings is preferable.

92
93 Box 1. Title and heading styles

94 **This is the Title**

95
96 The title is in bold, centered, 14 pt Calibri. Capitalize all words of the title except for articles,
97 prepositions, and conjunctions

98
99 **1. This is heading level 1**

100
101 The first-level heading is in bold, and flush to the left margin. Capitalize only the first word of the
102 heading 1, and proper names. A single blank line should be inserted after the heading.

103
104 *1.1 This is heading level 2 (sub-heading)*

105
106 The second-level heading is in italics, and flush to the left margin. Capitalize only the first word of
107 the heading 2, and proper names. A single blank line should be inserted after the heading.

108
109 *1.1.1 This is heading level 3 (sub-sub-heading)*

110 The third-level heading is in italics and indented 1.25 cm (0.5 in). Capitalize only the first word of
111 the heading 3, and proper names. No line space after heading 3.

112
113 *This is heading level 4 (sub-sub-sub-heading).* Heading 4 is in italics and the text continues on the
114 same line as in this example.

115
116
117 3.3.6 *Tables*

118 Each table should have a number and brief title (capitalize first letter and proper names only) that
119 describes the content. Table numbering should be in the same order as the first mention of the table in
120 the text. Tables should be left aligned on the page. Number footnotes to explain abbreviations in tables.
121 See Table 2 for example. Do not use more than two to three significant figures for data in tables (two is
122 normally adequate). Use units to keep the number of digits ≤ 3 e.g. 3.6 t ha⁻¹ (not 3,630 kg ha⁻¹). Use
123 multipliers in column headings for very large or small numbers e.g. use $\$ \times 10^3$ as column heading if
124 values are of the order 10,000 to 1,000,000.

125
126

127 Table 2. Effect of sowing date and seed rate on yield components of dry seeded *aman* rice in 2012 and
 128 2013

Treatment	Panicle density (no. m ⁻²)		Floret fertility (%)		Total biomass (t ha ⁻¹)	
	2012	2013	2012	2013	2012	2013
Sowing date (D)						
25 May	336	324	80.4	81.9	21.3	21.6
10 June	323	308	84.2	83.3	21.1	21.1
30 June/05 July	291	288	88.5	86.1	21.0	21.2
10 July	-	277		87.3	-	20.5
LSD _{0.05}	20.3	24.1	1.8	1.7	NS	NS
Seed rate (R) (kg ha ⁻¹)						
20	294	278	83.7	86.2	21.1	21.2
40	323	304	83.0	83.8	21.1	21.0
60	333	316	86.3	83.8	21.2	21.1
LSD _{0.05}	9.7	13.4	1.9	1.5	NS	NS
LSD _{0.05} (D x R)	NS ¹	NS	NS	NS	NS	NS

129 ¹NS = nonsignificant

130 3. Units, numerals and punctuation

131 3.1 Units

132
 133 Use the International System of Units (SI) except in the case of widely used units such as liter (l),
 134 metric ton (t) and hour (h).

135 3.2 Numerals

136
 137
 138 When a number begins a sentence, it is always spelled out. In general, spell out numbers below 10
 139 except when they appear with units of time, money, or measurement (e.g., six parts, four plants; 8
 140 years, 3.5 t/ha, \$6.00). Use numerals for all if some numbers are higher than 10 and some are lower
 141 than 10, in the same unit (12 eggs, 9 of which were broken rather than 12 eggs, nine of which were
 142 broken). When in doubt, err on the side of consistency. Percentages are always given in numerals. In
 143 scientific manuscripts, the symbol % is correct (e.g., the treatment resulted in a 10 to 15% increase in
 144 yield).

145 4.3 Punctuation of series

146
 147 Use a comma before "and" or "or" in a series of three or more words or phrases in order to prevent
 148 ambiguity. For example, "I visited Paris, London, Rome, and Cairo"; "The ministry does planning,
 149 research and development, and extension."

150 3.3 Non-English words

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156 Italicize uncommon non-English words such as *aus*, *aman*, *kharif*, *khal*.

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158 **5. Citing literature**

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160 *5.1 Text citations*

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162 A citation in a text, table, figure, or footnote consists of the author's last name and the year of
163 publication, usually placed in parentheses (Costa, 1994). Give the names of all authors unless there are
164 more than two, in which case, give the name of the first author followed by "et al.," (Costa et al., 2003).
165 Where more than one publication is cited, list alphabetically, and then sort further chronologically if
166 needed e.g. (Adams et al., 2006; Bagadion and Corton, 1985; Costa 1994, 1995a, 1995b; Smith et al.,
167 2001).

168
169 *5.2 List of citations ("References")*

170
171 All literature cited in the text should be listed alphabetically by the surname of the first author.
172 Make sure the "References" section contains only citations that can be found in the text.

173
174 *5.2.1 Books*

175 In the following examples, note order of author names, punctuation, capitalization of various
176 elements, and the use of italics only for publication titles. Use a hanging indent of 1.3 cm (0.5 in) and a
177 single blank line between references.

178
179 Cowlshaw, G., Dunbar, R., 2000. Primate Conservation Biology. University of Chicago Press, Chicago.

180
181 *5.2.2 Chapter in an edited book*

182 Mettam, G.R., Adams, L.B., 1999. How to prepare an electronic version of your article. In: Jones, B.S.,
183 Smith, R.Z. (Eds), Introduction to the Electronic Age. E-Publishing Inc., New York, pp. 281-304.

184
185 *5.2.3 Articles in periodicals or journals*

186 Smith, J.M., 1998. The origin of altruism. *Nature* 393, 639–640.
187 Hlatky, M. A., Boothroyd, D., Vittinghoff, E., Sharp, P., Whooley, M.A., 2002. Quality-of-life and
188 depressive symptoms in postmenopausal women after receiving hormone therapy. *Field Crops Res.*
189 23, 221-229.

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