NOTES FOR CONTRIBUTORS

General information

The HERALD of Vavilov Society for Geneticists and Breeding Scientists is a journal which publishes works written in Russian or English on all aspects of genetics, breeding and related sciences. The results of original experimental research works, theoretical articles (assays), digests, short communications, reviews, letters to the Editor, current and past events, materials and documents with relevance to genetics, breeding and their educational aspects in high school and university can all be considered for publication. The HERALD publishes invited reviews and topical articles. On important occasions, The HERALD features special issues.

Although The HERALD is the official journal of the Vavilov Society of Geneticists and Breeding Scientists, it assumes no members – only attitude: anyone can contribute.

The HERALD is available online: http://www.bionet.nsc.ru/vogis/

The contributions should be submitted in hard copy and in electronic form (MS Word 6.0 or higher) on 3.5-inch floppy disks, CDs, via FTP or as attachments to electronic mail. The texts of the manuscript, including the abstract, tables, figures, figure legend and references, should be submitted as a file. Additionally, each figure should be sent separately as an attached file. If the material is too large to email, archiving to .zip or .rar format should be considered.

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The manuscripts submitted for publication in The HERALD are peer-reviewed. The acceptance decision is made by the Editors based on the reviews.

All the compliant manuscripts submitted to The HERALD for consideration are forwarded to reviewers. The reviewers are persons who are believed by the Editors to have sufficient expertise in the field. The author may name two or three persons who he or she wants to step down as reviewers; in this case, their last names and respective affiliations, telephone numbers and electronic addresses should be provided. The Editors’ choice of reviewers is final. Any manuscript that has received two negative reviews will be declined.

The manuscript that needs to be improved is returned to the author as the proofs. The authors should take account of all the remarks made, duly respond to them and indicate in the proofs where the corrections have been made. In case of any dispute that might arise in connection with the reviewers’ feedback, the author should clearly explain his or her points. The proofs should be returned to the Editors. The Editors will then forward the proofs to the reviewers for opinion.

The proofs that have been sent to the author should be returned within 15 days of receipt. If the proofs are returned to the Editors later than within one month of receipt, the manuscript will be assigned a new date of receipt.

No hard copy proofs are provided to the authors. The proofs are sent to the authors as .pdf files. No correction to the text, figures or tables should be made while the proof-reading process is in progress. After due corrections have been introduced to the proofs, a detailed list of the corrections should be provided in a separate file.

The Editors reserve the right to decline non-compliant manuscripts without review.

The Editors use electronic mail to communicate with the authors, so it is the author’s responsibility to ensure that the email address they have provided is correct and current.

Layout

The articles should be written in the English language and laid out as described below.

Any manuscript should not exceed 15 consecutively numbered standard-sized pages of
A4 size, including the text, summary, references, tables, figures and figure legends. The text should appear in Times New Roman, 12 pt, fully justified, not hyphenated, with line spacing 1.5 lines. Margins should be 3 cm on each side. The contributors of larger manuscripts should consult the Editors before submitting.

The Latin names in the title of the manuscript and within the text should be typed in accordance with the standard nomenclature: binary names are italicized (for example, Drosophila melanogaster), higher taxa are in upright type (for example, Drosophila, Drosophilidae). At the first mention within the text, the generic and species names should appear in full (as, for example, Drosophila melanogaster); elsewhere, the generic name is abbreviated to its first letter, and the species name is written in full (for example, D. melanogaster).

The names and symbols of genes should be italicized (for example, fos, c-myc, ATM), while the names of gene products should appear in upright type, with an initial capital (for example, Fos, c-Myc, ATM). The names of mobile elements should be italicized (for example, hobo), and so should the first three letters in the names of restriction sites (for example, HindIII). The names of phages and viruses should appear in upright type.

All non-standard abbreviations that may appear throughout should be explained in the text. The recommended system for the dimensions of physical units is the SI.

Mathematical formulae and equations should be created using MS Word 6.0 (or higher) or MathType. The equations should be centered and numbered with parenthesized Arabic numerals in order of mention within the text. The numbers of the equations are right-justified. A blank line should be inserted before and after an equation. A blank line should be inserted to separate any two consecutive equations.

Tables and figures (plots, diagrams, photographs, line drawings) should be provided in black and white.

Tables, figures and figure legends should appear after the first mention within the text. Text wrapping should be avoided.

Tables should be numbered with Arabic numerals in order of mention within the text and provided with telling titles. Each column in a table should be provided with a title or description. Words in the tables should appear in full. Abbreviations used in the tables should be explained in the legend.

The number of figures in a particular manuscript is limited to 6 (exceptions should be agreed upon with the Editors). The maximum size of a figure or table is limited to 15.7 cm x 23 cm. Text labels should be kept to a minimum.

The symbols and units of quantities represented on the axes of the plots should be indicated.

Figure parts should be labeled with Arabic numerals or Roman letters and explained in the figure legend. The figures should be numbered in order of mention within the text. Referring to a figure in the text: Fig. 1. Referring to a figure part in the text: Fig. 1, a, curve 2.

Plots and diagrams should be created using the vector programs MS Excel, CorelDraw 9, and MS PowerPoint and submitted as separate files in original formats. If other vector programs have been used, images should be stored in the EPS format.

Photographs should be submitted as separate .JPEG, .TIFF, .BMP or .PNG files, with a resolution of 300-600 dpi.

Line drawings should be bitmap scanned with a resolution of 800 dpi and saved to a .TIFF file.

Manuscript Structure

Any manuscript should contain:
1. A brief and telling title in upper-case boldface upright type. Underlining or kerning should be avoided. Latin names in the title should be typed in full, in accordance with the standard nomenclature.
2. The author(s) name(s) in title-case upright type (R.U. Right, I.M. Fine) and separated from the title of the manuscript by a blank line.
3. The affiliation(s) and address(es) in title-case upright type; electronic address(es) in lowercase upright type. Each author’s name and his or her affiliation should be matched using Arabic numerals. The name of the author to whom the correspondence will be sent should be asterisked.
4. An abstract, which is a brief (no more than 20 lines) summary of the work done and the results obtained. The abstract should appear in sentence-case upright type.
5. The main text.
6. Acknowledgements.
7. References.

8. Summary provides a brief representation of the main aim of research and the results obtained, and should not exceed 20 lines.

For experimental articles, the following sections are recommended: Introduction, Materials and Methods; Results; Discussion; References. Essays, reviews and topical articles can have an arbitrary structure and section titles; however, an abstract is required on all occasions.

Section titles should appear in upper-case boldface upright type on a separate line. Underlining should be avoided. Any section title should be separated from the text by a blank line.

Subsection titles should appear on a separate line, in upper-case bold-face upright type. The section and subsection titles should be centered.

References in the text should appear in parentheses.

A work written by a single author:
(Smith, 1999)

A work written by two authors:
(Gühr, Smith, 2001)

A work written by more than two authors:
(Gatsby et al., 1998)

When more than one work is cited, references should appear in chronological order:
(Gatsby, 1978; Smith, Gatsby, 1998; Smith et al., 2001)

Works written in the same year should appear in alphabetical order:
(Aleph, 1978; Gatsby, 1978; Zenith et al., 1978)

Works written by the same author(s) in the same year should be listed as a, b, c and so on:
(Smith 1997a, d; Ulrich et al., 1998b)

A particular letter indicates the position of the work in the References section.

The References section is a list of all the works cited in the text. Each of the works cited should appear in alphabetical order and contain the last names and initials of all the authors. Works written by the same author should appear in chronological order. Works written by the same author in the same year should be listed as a, b, c and so on. For example: 1999a, b, c.

References should appear as follows:

References

AN ARTICLE IN A JOURNAL:

A BOOK:

A CHAPTER IN A BOOK:

AN ABSTRACT IN THE PROCEEDINGS OF A CONFERENCE:

AN ONLINE PUBLICATION: