

INSTRUCTIONS FOR AUTHORS

"Tutun/Tobacco" is published biannually (double issues).

Since the publication is of an international character, all manuscripts should be submitted in English. All manuscripts must be proofread prior to submission. Language and style of the manuscripts are responsibility of the author. The publication presents: original scientific papers, review articles, short reports, professional papers and other works related to tobacco science and practice.

Original scientific papers - should contain original scientific research results, previously unpublished. It must be presented in a manner enabling the experiment, i.e. research method, to be repeated and accuracy of the analysis, results and conclusions confirmed.

Review articles - should contain critical surveys of the accomplishments in the fields encompassed in the Journal, papers by an individual researcher or a group of researchers with the purpose to undertake, analyze, evaluate or synthesize previously published information. They should present the latest ideas and theories or new scientific achievements.

Preliminary communications - should contain new scientific conclusions whose character suggests quick publishing. They do not have to enable repetition of the experiment and examination of the presented results and can be used as a basis for further research. This part also contains Letters to the editor or short notes.

Professional papers - should present useful contributions from the field of an applied science whose problematic is not related to the original research. The aim of these papers is not to present new findings but to use already acquired knowledge and implement it into practice.

Other articles published in this journal will not be categorized.

Manuscripts should be submitted to the Editorial Board electronically, via e-mail (nit@uklo.edu.mk). Papers must be written in a clear and concise manner using Times New Roman and 12 pt font size, with single spacing. The complete manuscript should be no longer than 10 pages, A4 format, with margins 2.5 cm for all sides. Text must be justified, without hyphenation, avoiding excess white space between words. The Abstract should be translated in Macedonian, using Times New Roman font with Macedonian support. There should be one empty row between titles/subtitles and the text. Ensure that each new paragraph is without TAB.

Manuscripts should follow the format **INTRODUCTION, MATERIAL AND METHODS, RESULTS AND DISCUSSION AND CONCLUSION**, for experimental research where events are presented in chronological order.

Titles in the text (**INTRODUCTION, MATERIAL AND METHODS, RESULTS...**) should be centered, boldfaced, written with capital letters, font size 12;

Subtitles should be written with initial capital letter, boldfaced, 12-point font size, aligned to the center;

ARRANGEMENT OF THE PAPER:

Title - in capital letters, boldfaced, 12-point font size, aligned to the center;

Full name and surname of the authors - capital initial letter, other letters small, font size 12, centered;

Name of the institution - for multiple authors from different institutions, each author's surname should be followed by identifying superscript number associated with the appropriate institution. Address of the institution - full postal address of the institution, as well as the e-mail of the corresponding author; italic, centered.

ABSTRACT - at the beginning of the paper, both in English and Macedonian, should not exceed 150 words. It should mention the techniques used without going into methodological details and should summarize the most important results. Abstracts should not include citations to references. Font size 10, centered.

Key words - up to 7 essential words, in English and Macedonian

For non-Macedonian authors, the Editorial board will provide translation of title, abstract and key words in Macedonian.

INTRODUCTION should provide a brief statement of the subject, comprehensive survey of the relevant literature and objectives of the paper;

MATERIAL AND METHODS should be short and concise. Well-known techniques and methods should be indicated by a reference: only new methods or relevant modifications should be described in sufficient detail to allow reproduction of the investigation by others;

RESULTS AND DISCUSSION should be presented in tables, graphs, **diagrams** and photographs, which must accurately describe the findings of the study, ordered sequentially as they appear in the text;

Tables should be numbered with Arabic numerals according to their sequence in the text. The table title should be always above the table, centered, in 10 pt font, with one empty row between the title and the table and another one between the table and the text. Tables should be simple and should not duplicate the information given in figures. Reference to the Table, example: It could be seen from Table 1...., or: The nicotine content in tobacco is 0.98% (Table 4).

Figure(s) Under Figure(s) are included: Photographs and all Graphical presentations (including graphs, diagrams, schemes, drawings, photographs etc). Figures should be numbered with Arabic numerals according to their sequence in the text. The title should be always under the Figure(s), centered, in 10 pt font, with no empty row between them and the title. Then follows one empty row between the title of the figure and the text of the document.

All Figure(s) should be submitted with the text and saved as separate files. Graphs and diagrams should be prepared as Excel files – XLS extension, and schemes, drawings and photographs should be submitted as JPG or TIF files. Minimum resolution for them is 200 - 300 dots per inch.

All Figure(s) should be provided in form, suitable for reproduction, which may include reduction without retouching (do not submit graphics and etc. that are disproportionately large for the content).

References style in the Text should correspond to the **Reference list** at the end of the paper. Please ensure that every reference cited in the text is also present in the reference list. Do not cite references in the abstract and conclusions.

Citations:

All citations in the text may be made directly (or parenthetically) and should refer to:

- single author: the author's name (without initials, unless there is ambiguity) and the year of publication: "as previously demonstrated (Janeski, 2007)"; "as Janeski (2007) demonstrated".
- two authors: both authors' names and the year of publication: "as previously demonstrated (Smith and Hansel, 2006)"; "as Stern and Lars (2009) demonstrated".
- three or more authors: first author's name followed by "et al." and the year of publication: "as has recently been shown (Werner et al., 2005).", "Kramer et al. (2000) have recently shown..."
- Citations of groups of references should be listed first alphabetically, then chronologically. Examples: "as demonstrated (Aden, 1996a, 1996b, 1999; Allan and Jones, 1995)".
- Website pages with known author and year
Cite web pages in text as you would any other source, using the author and date if known. For ex: Burja C., Burja V., 2008. Adapting the Romanian rural economy to the European agricultural policy from the perspective of sustainable development, MPRA, Munich Personal RePEc Archive, On line at: http://mpra.ub.uni-muenchen.de/7989/1/MPRA_paper_7989.pdf
In text citation: (Burja and Burja, 2008)
- For sources from website pages with author but no date use n.d. (for no date) in place of the year: For ex: (Smith, n.d.).
- If you cite website page, when no author is listed, cite organization as author, short name of the document and year.
For ex: <https://www.cabidigitallibrary.org/doi/10.1079/cabicompendium.26757>
In-text citation: (CABI, H. armigera, 2021).
- If you cite website page, when no author and year are listed, cite organization as author and short name of the document.
For ex: <https://gd.eppo.int/standards/PP1/>
In-text citation: (EPPO, Standards on PPP).

Nomenclature of genera and species names must agree with the International Code of Zoological Nomenclature (ICZN, latest edition). Taxonomic affiliation, followed by author(s) and year of description, should be presented in complete form at least once in the main text (usually when first mentioned), and in subsequent appearances only the abbreviated form is presented (*Metasyrphus corollae* Fabricius, 1794 as *M. corollae*).

Units - measurements should be given in SI units.

CONCLUSIONS should provide a brief and clear summary of the study findings and their contribution in science and practice.

REFERENCE LIST - is arranged alphabetically numerated, in the following order: surname and initial of author(s) first name, year of publication, title of the article, name of publication, volume number and page. For books, author's name, complete title, publisher and date of publishing should be listed. References are cited on the language of original papers. In literature references, use the International Serials Catalogue for abbreviation of journal names.

For journals:

Mickoski J., 1988. Ispitivanje na infektivnata sposobnost na peronosporata i pepelnicata na tutunot. Tutun/Tobacco 1-2, 21-40, Institut za tutun - Prilep.

Weybrew J.A., Wan Ismail W. A., Long R. C., 1983. The cultural management of flue-cured tobacco quality. Tob. Sci. 27, 56-61.

For books:

Russel E. W., 1973. Soil conditions and plant growth. 10th ed., Longman, London.

Symposia volumes:

Clark T. A., Steward D., 1991. Wood and Environment, Proc. 6th Int. Symp. on Wood and Pulping Chemistry, Melbourne, vol. 1, 493-498.

Patents: Names and initials of authors, year, patent title, country, patent number (italic): Grant P., 1989. Device for Elementary Analyses. USA Patent, No. *123456*.

Website references:

- If the authors, year, title of the documents are known and the reference is taken from a website, the URL address has to be mentioned after these data:

Burja C., Burja V., 2008. Adapting the Romanian rural economy to the European agricultural policy from the perspective of sustainable development, MPRA, Munich Personal RePEc Archive, On line at: http://mpra.ub.uni-muenchen.de/7989/1/MPRA_paper_7989.pdf

And for sources with author but **no date use n.d.** (for no date) in place of the year (Smith, n.d.).

- If the authors of the documents are unknown and the reference is taken from a website, the organization, year, name of the document, and the URL address have to be mentioned after these data:

CABI, 2021, *Helicoverpa armigera* (cotton bollworm), On line at:

<https://www.cabidigitallibrary.org/doi/10.1079/cabicompendium.26757>

- If the authors and year of the documents are unknown and the reference is taken from a website, the organization, name of the document and the URL address have to be mentioned after these data:

EPPO, Standards on plant protection products, <https://gd.eppo.int/standards/PP1/>

NOTE: Manuscripts that are not arranged and submitted according to the above instructions, will not be taken in consideration for reviewing and publishing.

Editorial board,

Тутун/Tobacco

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