

GUIDELINES TO AUTHORS: MANUSCRIPT PREPARATION AND SUBMISSION

The Journal of the Plant Protection Society Nepal publishes original research findings in the field of plant protection (Entomology, Plant Pathology and Weed Science). In addition, it also includes research notes, short communications and book reviews. Manuscripts from both within and outside the organization/ country shall be considered for publication in the journal.

Manuscript format: All contents in the manuscript must be written in English in Times New Roman 11 font size except for references cited. Manuscripts should be neatly typed, single-spaced (including tables and references) on quarter size white bond paper, with 1.5" margin at top and left and 1" margin at the bottom, and right sides. The first (title) page should contain only the title of the paper, author(s) name, institution(s) and email address for correspondence. The maximum length of the paper must be limited to 10 pages and electronic copy of the manuscript should be submitted to plantprotectionsociety.nepal@gmail.com. The papers not following the mentioned guidelines will be returned to the authors without review. The manuscript should be arranged as follows:

- 1. Title:** The title should be short, specific, and informative that easily identifies the content of the article and includes the nature of the study and the technical approach, which will be essential for key words indexing and information records.
- 2. Abstract:** The abstract should be concise (not exceeding 200 words) and should contain a brief account of the objectives, materials and methods, results, and main conclusions. Key words (not more than 5 words) should be given below the abstract in alphabetical order.
- 3. Introduction:** In this section, short background information, relevant review of literature (if any) and the objective of the research should be given in 2 or 3 paragraphs. Statements must be supported by citations whenever possible and often general statements are discouraged.
- 4. Materials and Methods:** Detail information on materials and methods including experimental design, treatments, plot size and any other techniques used in research as well as the year and place of the research conducted should be provided. Where methods used are already well known and the references are available within the country, the citation of a reference and the name of the method is sufficient. The statistical tools used should be clearly mentioned.
- 5. Results and Discussion:** The results and discussion may be presented separately or combined. The results should be supported by a brief but adequate data in the form of either tables, or graphic or pictorial materials. However, the same data should not be presented in more than one form. All weights and measures should be in metric system. The discussion should be related to the author(s) findings supported by similar works. A separate paragraph at the end of the discussion should be given with or without separate heading of "conclusion and recommendation".
 - 5.1 Tables:** Keep the number of table to a minimum and avoid large tables. Borders should be minimized. Number each table with Arabic numbers (i.e. Table 1,2,3). The title, column and row headings, and footnotes of each table should be self-explanatory. Use a single asterisk (*) for 5% level and a double asterisk (**) for 1% level of significance.

- 5.2. Figures and Photographs:** The figures and photographs including legends should be supplied on separate page after tables. Identify all graphs and photographs with Arabic numerals (e.g. Fig.1, Fig.2 etc. in order of appearance) and also indicate the place to be positioned in the main text. Send electronic images (.jpeg or .tif format) at first submission and the originals if necessary. Figure/picture should be black and white. Provide figure both in word and excel format.
- 5.3. Heading:** Center and capitalize the main heading of the paper. Sub-heads should be on a separate line and capitalize the first letter of the first word.
- 5.4. Scientific/Trade Names and Abbreviations:** The scientific name must be *italic* and given with authority. The first letter of the word (s) of the cultivar or breed, trade or brand names must be capitalized and abbreviate standard units such as gram (gm), kilogram (kg) metric ton (mt), milliliter (ml), liter (l), centimeter (cm), meter (m), and kilometer (km).
- 6. Acknowledgements:** If any, may be given to institutions, funding agencies, and the key person(s).
- 7. Literature Cited:** References should be in 9 font size. Citations of references should be listed alphabetically by names of authors. Use of anonymous should be avoided. Citations in the text should be referred by author's family name and year. The issue number of the journal (in parenthesis, immediately following the volume) should be provided. The following examples should be adopted:

Example:

1. Book :

Single Author:

Ruttner, F. 1887. Biogeography and taxonomy of honeybees. Springer Verlag, Berlin. 284p.

Multiple Authors:

Atwal, A.S. and G.S. Dhaliwal. 1997. Agricultural pests of South Asia and their management (3rd ed.). Ludhiana: Kalyani Publishers, India. 204p.

Work in an Edited Collection:

Pande, G.K. 2002. Factors affecting chemical constituents of apple. *In:* D.D. Dhakal and D.M. Gautam (eds.), Fundamental of Horticulture. TU Press, Kathmandu, Nepal. pp.120-140.

2. Magazine Article

Devkota, D. 2001. Women and their role in development. Business Women, July 12:30-45.

3. Journal

Pokhrel, S. 2008. Beekeeping in Chitwan: problems and possible solutions. J. Plant Protc. Soc. 1:122-136.

Neupane, K.R. and R.B. Thapa. 2005. Alternative to off-season sugar supplement feeding of honeybees. J. Inst. Agric. Anim. Sci. 26:77-81.

Hansen, L.S., H. Skovgard and K. Hill. 2004. Life table study of *Sitotroga cerealella* (Lepidoptera: Gelechiidae), a strain from West Africa. *J. Econ. Ent.* 97(4):1484-1990.

Tadele, S. and G. Emanu. 2017. Evaluation of some insecticides against tomato leaf miner, *Tuta absoluta* (Meyrick) (Gelechiidae: Lepidoptera) under laboratory and glasshouse conditions. *Agric. Res. and Tech.* 7(3):1-4. DOI: 10.19080/ARTOAJ.297.07.555711.

4. Proceedings

Thapa, R.B. 2003. Pesticide pollution and integrated pest management. *In*: F. P. Neupane (ed.), Proceedings of the National Seminar on Integrated Pest Management in Nepal, Kathmandu, 25-26 Sept. 2002. HIRI/Care Nepal/ FAO, Kathmandu, Nepal. pp.175-194.

5. Bulletin

Ghimire, A.J., F.S. Howlett and E.H. Emmet. 2001. Factors affecting apple hardness and methods of measuring resistance of tissue to low temperature injury. *Ohio Agric. Expt. Sta. Res. Bull.* 901.

6. Newsletter

Armes, N.J. and R. Pandey. 1995. Pyrethroid resistance in *Helicoverpa armigera* in Nepal. *Resistant Pest Management Newsletter* 7(1):11-12.

7. Annual Report

NGLRP. 2005. Annual Report. National Grain Legumes Research Program. Nepal Agricultural Research Council, Rampur, Chitwan, Nepal. 20p.

8. Research Report

Thapa, R.B. 1993. Survey and identification of major insect pest problems in banana in the Chitwan valley, Nepal. *In*: F.P. Neupane (ed.), IAAS Res. Rep. (1985-1991). IAAS, Rampur, Chitwan, Nepal. pp.66-69.

Thapa, R.B. and Y.D. GC. 2000. Integrated management of soil insect pests in the mid hill of Nepal. SSMP documents No. 44. 61p.

9. Paper presented

Thapa, R.B. 1999. Pesticide hazards and strategies for future. Paper presented at the workshop organised by the Chemical Society of Nepal, June 10-11, 1999, Kathmandu, Nepal. 10p.

10. Working Paper

Pandey, R.R., T.B. Gurung, Y.D. GC and G. Gurung. 1997. Monitoring and management of tomato fruitworm (*Helicoverpa armigera*) and its egg parasite (*Trichogramma chilonis* Ishi.) in western hills. Lumle Agricultural Research Centre (LARC), Kaski. Working Paper No. 24.

11. Thesis/Dissertation

Pokharel, S. 2005. Behavior and management of domesticated and wild honeybees (*Apis* spp.) in Chitwan, Nepal. Ph.D. Dissertation. Tribhuvan University, Department of Entomology, IAAS, Rampur, Chitwan, Nepal. 267p.

12. Electronic Source

Document on web site with an author:

Locker, K.O. 2001. The history of the association of business. Retrieved April 21, 2002, from the Association for Business Communication web site: <http://www.theabc.org/history>. html

CD-ROM:

CABI. 2005. Crop protection compendium. Wallingford, OX10 BDE, UK. CAB International.

In text citations: The guidelines should be followed as shown below for text citations.

- 1. One author:** The last name of the author and the year of publication be inserted into the text as, Marks (2011) states that, or, (Marks, 2011).
- 2. Two authors:** Both authors should be cited as, Bee and Boyd (2010) state that, or, (Bee and Boyd, 2010).
- 3. Three or more authors:** If there are three or more authors, citation should be as, Rolfe *et al.* (2010) state that, or (Rolfe *et al.*, 2010).
- 4. More than one work citation:** If cited two or more works within the same parentheses, they should be in alphabetical order of authors as, (Phillips *et al.*, 2010; Rolfe *et al.*, 2010).
- 5. Citation for two or more works by the same authors but in separate years:** Give the authors' last name followed subsequently by the years as (Davies, 2008, 2010, 2012).
- 6. Citation for two or more works by the same author in a single year:** Use lower case letters (a, b etc.) to distinguish between works published in the same year by the same author (s) as, Hewitt (2010a) states that, and/or, this was supported by Hewitt (2010b), or (Hewitt, 2010a) or (Hewitt, 2010b) or (Hewitt, 2010a,b). The suffixes are assigned in the reference list, where these kinds of references are ordered alphabetically by title (of the article, chapter, or complete work).
- 7. Personal communication:** Citations for this type of material are not included in the reference list i.e Literature Cited because they do not contain recoverable data. **Cite personal communications in the text only.** eg. According to Sweta Brown (personal communication, July 22, 2012), the statistics class is full. or The statistics class is full (Sweta Brown, personal communication, July 22, 2012).

Reprints:

The senior author will receive a copy of journal free of charge to be shared with co-authors.