
Guide for Authors

Submission of manuscripts

Acta Silvatica et Lignaria Hungarica publishes original reports and reviews in the field of forest, wood and environmental sciences. Submission of an article implies that the work has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis), and it is not under consideration for publication elsewhere. Articles should be written either in English or in German. All papers will be reviewed by two independent experts.

The journal does not have article processing charges (APCs) nor article submission charges.

Authors of papers accepted for publication should sign the Publishing Agreement that can be downloaded from the homepage (<http://aslh.nyme.hu>).

Papers for submission and also the final manuscript should be sent via e-mail (aslh@nyme.hu). The text should be formatted in MS Word following the guidelines for authors. Instead of a hardcopy please send your manuscript also in pdf format.

Please also include all figures and tables as separate files in the form they were originally created in (e.g. MS Excel, Word, JPG). Save your files using the default extension of the program used.

Preparation of manuscripts

Manuscripts should be prepared on A4 page (210 by 297 mm) in single column format. Set the margins at 2.5 cm. Use 12 pitch Times New Roman as the font. The final layout of the text should be single-spaced. Every page of the manuscript should be numbered in the running head. However, in the text no reference should be made to page numbers. Keep the layout of the text as simple as possible. You can use bold face, italics, subscripts, superscripts etc. but do not underline words. Do not embed 'graphically designed' equations or tables, but prepare these using the wordprocessor's facility.

Articles should not exceed 6000 words, including tables and references (and should not be longer than 16 pages including figures and graphs). They should be structured as follows (the parts in bold fonts are obligatory):

- **Title** (should be clear, descriptive and not too long, avoid unnecessary words like "data", "results", "experiments" etc.)
- **Name and affiliation of the author(s)**
- **E-mail and complete postal address of the corresponding author**
- **Abstract**
- **Keywords** (indexing terms), normally 3-6 items
- **Text with inserted figures/tables**
- Acknowledgements and any additional information concerning supporting grants, etc.
- **References**
- Appendices

To avoid unnecessary errors, authors are strongly advised to use the 'spellchecker' function of the wordprocessor. Use British English spelling throughout.

Authors whose native language is not English or German are strongly advised to have their papers checked by a native speaker before submitting it for publication.

Layout of final submission

Do not make a separate title page. Type the title of the paper after five empty lines from the top margin (18 pt, bold, centred) using party capital letters:

Title of the Original Paper

After *two empty lines* write the author's name (14 pt, centred). First name not abbreviated, family name in small capitals:

Adam FIRTAUTHOR^{a*} – Bill SECONDAUTHOR^a – Charles THIRDAUTHOR^b

After *one empty line* the affiliation, city and country of the authors (10 pt, centred):

^a Department of Specific Research, University of This and That, City, Country

^b Department of Specific Research, This and That Research Institute, City, Country

Mark the corresponding author with an * and give his/her e-mail and complete postal address in footnotes, 10 pt (* Corresponding author: account@domain.country; H-1118 BUDAPEST, Ménesi út 44.)

After *three empty lines* start the paper with an abstract.

Abstract

The paper should start with a short summary of the contents of the paper, not exceeding 160 words altogether. It is preferred that the abstract is in one single paragraph. It should give a clear idea of the main conclusions of the article, the methods employed and some indication of the line of reasoning. Use 11 pt characters. Heading (bold face) should be run within the text e.g.

Abstract – The paper reports on ...

Three to six **keywords** should be included (new paragraph, 6 pt before, 11 pitch bold characters). Keywords should not duplicate words in the title. The items should be separated by a slash (/e.g.

forestry / wood / environment

After *two empty lines* the abstract and keywords should also be given in Hungarian language (for foreign authors the title and abstract will be translated by the editor) beginning with the translated title (bold face). Use 11 pitch characters e.g.

Kivonat – Cím fordítása magyarul. A tanulmány bemutatja.....

Text

It should be divided into sections, each with number and section heading. Use no more than three grades of headings. – Main sections e.g. Introduction; Material studied, area descriptions, methods, techniques; Results; Discussion; Conclusion. The heading titles should be short and clearly numbered. Titles and subtitles should be typed in a separate line, without indentation.

1 FIRST GRADE TITLES (12 pt bold capitals) should be preceded by two and followed by one empty line.

1.1 Second grade titles (12 pt bold) should be preceded by one empty line and followed by 6 pt.

1.1.1 Third grade titles (12 pt bold, italics) should be preceded by one empty line except when they are right after a second grade title.

Paragraphs should be justified, the first line of a new paragraph should be indented 0.75 cm. Do not separate paragraphs with one empty line or additional space.

Use italics for taxon names (*Quercus robur*) and for texts to be emphasized. Use single quotation marks ('odd use') for a specific use of an otherwise well-known term, and apply double quotation marks ("for citation") for citing text from other sources. Use italics for letter-abbreviated mathematical, statistical parameters quoted in the text (A , h^2)

Footnotes

Please do not use footnotes unless it is absolutely necessary. In most cases the information can be incorporated in the text. If the use of footnotes is inevitable, please use Arabic numerals.

Citations in the text

In the text refer to the author's name (without initial) and year of publication. Avoid excessive citation of sources. If quoting a specific passage insert a short reference to the appropriate page(s). If reference is made in the text to a publication written by more than two authors the name of the first author should be used followed by "et al." References cited together in the text should be arranged chronologically. When quoting in the text, place the references in parentheses in the following manner:

- *Single authors:* (Fekete 1999) or (Asimov 1984, p. 145)
- *Two authors:* (Schultz – Glasser 1986)
- *Three or more authors:* (Gugerli et al. 2001)
- *A list of authors:* (Hess 1952, Marton – Sparks 1967, Johnsson et al. 1998)
- *For multiple papers in the same year:* (Faraday 1977a,b)
- *Within a sentence:* Granier (1987) has stated ...
- *Quoting a specific passage:* „Empirical research confirms” (Smith 2003 pp. 23-24)

Tables

Authors should take notice of the limitation set by the size and layout of the journal. Tables spread across double pages are difficult to read and to arrange. If many data are to be presented, an attempt should be made to divide them over two or more tables. Reversing columns and rows will often reduce the dimension of a table. Avoid the parallel presentation of the same data both in figures and tables.

Tables should be numbered consecutively. The text should include references to all tables. The a reference should appear in italics (*Table 4*).

Each table should have a brief and self-explanatory title. The number and title of the tables should be printed in italics, before the table, left align.

Column headings should be brief, but sufficiently explanatory. Type table column headings with an initial capital only. Standard abbreviations of units of measurement should be added between parentheses. Vertical lines should not be used to separate columns.

Any explanation essential to the understanding of the table should be given as a footnote at the bottom of the table, in 10 pitch characters.

Table 1. A sample table (A single empty line before and followed by 6 pt)

Items	1950	1950 - 1986		1986	1986-2030		2030
		Increase	Decrease		Increase	Decrease	
Item 1	xxxx		xx	xxxx	xxx		xxxx
...							
Item n	xxx	xx		xxx		xxx	xx

Figures

When designing your figures, keep the size and the layout of the journal in mind. Colour figures are not yet supported in the printed version. The figures should be drawn to allow reduction to single column (7.5 cm) or double-column (15.5 cm) width. Use of very thin lines should therefore be avoided. Black and white illustrations, if also available in electronic format, are accepted.

Figures should be numbered according to their sequence in the text, and they should all have captions. The number and title of the figures should be printed in italics, below the figure, centred. Refer to all figures (*Figure 1*) in the text by using italics and initial capitals.

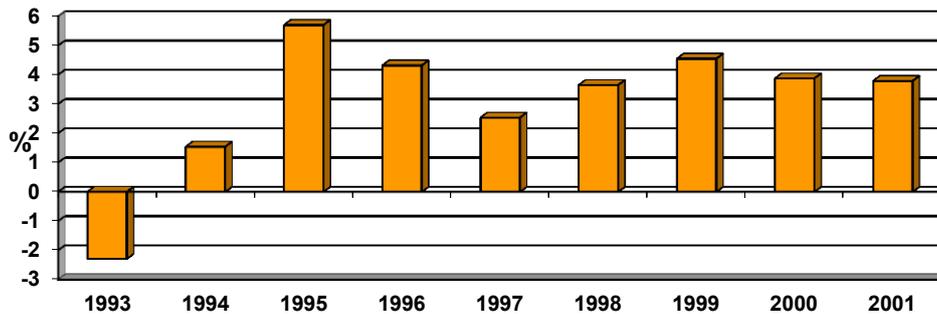


Figure 1. A sample figure

Formulae

- Avoid possible confusion between 0 (zero) and o, O (letters); 1 (one) and I (letter); ν (Greek nu) and u, v (letters), etc.
- Mathematical symbols should appear in italics, p , and matrices and vectors in boldface, \mathbf{a} , \mathbf{B} . Give the meaning of all symbols immediately after the equation in which they are first used.
- For simple fractions use the solidus (/) instead of a horizontal line.
- Equations and formulae should be centered and numbered serially at the right-hand side in parentheses if more than one is presented and quoted.

Acknowledgements

This paragraph should appear right before the References. The text should be as short as possible. Heading (bold face) should be run within the text e.g.

Acknowledgements: We wish to thank ...

References

The reference section should contain all works referred to in the text, and only those. They should be listed fully in alphabetical order of the author/editor with complete bibliographical details (including publisher and place of publication). The list of references should be arranged chronologically per author. If an author's name in the list is also mentioned with co-authors, the following order should be used: publications of the single author, arranged according to publication dates, publications of the same author with one co-author, publications of the author with more than one co-author. Publications of the same author(s) in the same year should be listed as 1996a, 1996b, etc. The manuscript should be carefully checked to ensure that the spelling of author's names and dates are exactly the same in the text as in the reference list.

Use 11 pitch characters and 0.75 cm indentation from the second row on in a paragraph. Write the family name of the authors with small capitals and only the initials of the first names. Put a comma (,) after the family name and use dashes (–) when there are two or more authors. Write the year of the issue in parenthesis behind the authors' names and then use colon (:)

Note:

- Page references must be given for chapters in books and papers in journals.
- No italics except for taxa (*Corvus corax*) are used in the reference list.
- Use full name of less widely known journals (Applied Forestry), and abbreviate known journals (J. Ecol.).
- Where possible avoid the use of ANON. and ANONYMOUS in the list of references. Instead, use the publisher's name.
- In the case of publications in any language other than English or German, the original title should be retained, and the [translated title] should be given in cornered parenthesis. A notation such as "(in Swedish)" or "(in Hungarian with English abstract)" should be added following the complete bibliographical details. However, the titles of publications in non-Roman alphabets (Russian, Japanese) should be transliterated. Transliteration should follow English rules (e.g. xopoшo = kharasho)

Reference should conform to the following examples:

For books:

AUTHOR, A. (1995): Book title. Publishing company, City. xx p.

CODY, M. L. (1974): Competition and the structure of bird communities. Series: Monographs in Population Biology. Princeton Univ. Press. Princeton. 326 p.

For an article/chapter in a book

AUTHOR, D. (1984): Title of the article. In: Firsteditor, U. – Secondeditor V. (eds.): Title of the book. Publishing company, City. x-xx.

TOPPINEN, A. – ADAMS, D. – MONTGOMERY, D. (2001): Biodiversity conservation and forest products in the United States Pacific Northwest. In: Palo, M. – Uusivuori, J. – Mery, G. (eds.): World forests, Markets and Policies. Kluwer Academic Publishers, Dordrecht. 385-394.

For journal articles:

AUTHOR, B.C. (1977): Title of the paper. Journal Vol. (No): x-xx.

GRAY, A.N. – SPIES, T.A. (1997): Microsite controls on tree seedling establishment in conifer forest canopy gaps. Ecology 78 (8): 2458-2473.

When the author is unknown:

PUBLISHER (2003): Name of the publication. x-xx.

FAO (1993): Tropical Forest Resource Assessment 1990. Forestry paper No. 112. FAO, Rome, Italy.

For work accepted for publication but not yet published:

AUTHOR, E. (in press): Title of the paper. Journal.

For publication in other languages:

SOLYMOS, R. (2005): Erdő-és fagazdaságunk időszerű kérdései. [Contemporary questions of forestry and wood industry.] MTA, Budapest. 411 p. (in Hungarian)

For conference proceedings

BEALL, F.C. (ed.) (2002): Proceedings of the 13th International Symposium on Nondestructive Testing of Wood. Berkeley, CA. 335 p.

For a paper in conference proceedings

PAIN, O. – BOYER, E. (1996): A whole individual tree growth model for Norway spruce. In: Proceedings of the second Workshop "Connection between Silviculture and Wood Quality through Modelling Approaches and Simulation Software". South Africa. August 1996. 13-23.

For Internet sites:

AUTHOR (Date): Title of Web Page. Publisher with town and country, URL.

Inclusion of publisher with town and country makes the citation more durable, because finding the reference does not depend entirely on the URL remaining correct.

FAO (2001): Forest resource assesment 2000. FAO, Rome, Italy. Online:
<http://www.fao.org/forestry/fo/fra>.

Reprints

The editorial board provides **1** copy of the Journal for the corresponding author.