

Journal of Kirsehir Ahi Evran University Faculty of Agriculture - KUZFAD

Guide for Authors

Journal of Kirsehir Ahi Evran University Faculty of Agriculture (KUZFAD) is an international, double-blind peer-reviewed, open-access journal, published by the Faculty of Agriculture, Kirsehir Ahi Evran University. The journal publishes original research papers containing new insight into any aspect of Agricultural Sciences that are not published or not being considered for publication elsewhere.

Scope of the journal includes agricultural biotechnology, agricultural economics, animal sciences, biosystems engineering, field crops, horticulture, landscape architecture, plant nutrition, plant protection, and soil science.

Before submitting manuscripts to the journal, authors should read the Guide for Authors, download the template, and prepare the manuscript accordingly.

The journal uses double-blind system for peer-review; both reviewers and authors' identities remain anonymous.

KUZFAD is an open-access journal. No submission, acceptance, publishing or article processing charge is applied to the authors.

No additions or deletions can be made on the manuscripts that are decided to be published. The manuscripts whose publication process is completed are published by considering the arrival date.

All responsibility of the articles published in the journal belongs to the author(s). In addition, the author(s) must comply with the international and national scientific publication ethical rules (see Committee on Publication Ethics), and the journal is not responsible for any conflicts or issues that may arise.

Manuscript Evaluation Process

The manuscript submitted to the journal for evaluation is taken into preliminary examination by the Journal's Editorial Board. The Board has the right to reject the manuscript, which cannot be published in the journal in terms of scope, writing rules and content, without sending it to the referees. The manuscripts that are determined to be able to be published in the journal are sent to two referees who are experts in the relevant field. If the opinions of the two referees differ, the manuscript is sent to a third referee. The author is informed about the manuscript that the referees unanimously or by majority (or the editorial board) do not find suitable for publication, and the documents belonging to the manuscript are not returned to the author. Manuscripts that are recommended to be published by the referees but require correction are sent to the author together with the referee's (and, if necessary, editorial board's) suggestions. The author(s) are

obliged to make the corrections and forward the new version of the manuscript to the editor within the specified time, together with the list of corrections (and the "Copyright Transfer Form" in case of title changes). The author(s) should explain the reasons for the suggestions they do not accept in the list of corrections with scientific proof and references. The Editorial Board makes the final decision about the manuscript after the referee reports and corrections, and the result is sent to the corresponding author. The manuscript accepted for publication is sent to the corresponding author as a print proof for the last time. The corresponding author must send back the last corrected version manuscript within the specified time.

Manuscript Submission

Manuscripts should be submitted to journal's online e-mail address (kuzfad@ahievran.edu.tr) by the corresponding author.

All submissions should include following documents:

- 1- Manuscript Cover File: title, author name(s), publication's ID, contact information, ORCID number(s)
- 2- Blind Manuscript (in Word format version 2003 or above): title, abstract, introduction, material and method, results and discussion, conclusion, acknowledgements, references, tables and figures. All author names and affiliations should be EXCLUDED.
- 3- Document showing the result of plagiarism analysis (max. 30% similarity accepted).
- 4- Copyright Transfer Form: this form should be filled and signed by the corresponding author and sent electronically as a scanned copy.
- 5- Ethical Committee Report (if needed)

Preparation of Manuscript

Manuscripts should be written in fluent Turkish or English without grammatical and typographical errors. Articles with any of these errors will be sent back to the authors for corrections before sending to referees.

The article should be prepared in A4 page size; the main title should be written in 14 pt, abstracts in 11 pt, addresses and texts in tables in 10 pt (legends 12 pt) and other texts in 12 pt Times New Roman font (see the Manuscript Template). Lines should be numbered continuously, set 1.5 line spacing and justified. Manuscript pages should be numbered continuously. The manuscript should not exceed 30 pages including the main text, references, figures and tables. All margin widths should be 3 cm. Tables and figures and their legends should be placed after the references. Each figure and table should be referred to in the text. Please avoid excessive use of italics to emphasize part of the text. Genus and species names should be italic.

Manuscripts should include the following sections:

- Title (short, specific and informative),
- Abstract (maximum 250 words)
- Keywords (indexing terms, up to 5 items)
- Introduction
- Material and Methods
- Results and Discussion (if subtitles are needed, they should be italic and not bold)
- Conclusions
- Acknowledgements (This section should include thanks to supporting persons and institutions if eligible. If the study has been presented previously in scientific meeting, it should be noted here.
- Conflict of Interest: Any conflict should be stated in this section. In case of no conflict to declare, following sentence should be placed here: "Author(s) do(es) not declare any conflict."
- Abbreviations and Symbols (if needed)
- References
- All headings and titles (except subtitles) should be written in bold.

References

References in the text should be given in parentheses together with the publication date without a comma before the date. If there are two authors use "&" in between, such as (Ateş 2020; Ateş & İpekdağ 2021). If there are more than two authors use "et al." after the first author, such as (Ateş et al. 2021). For citations of the same authors published in the same year, use letters after the year (Ateş 2020a).

References cited in the text should be arranged chronologically. The references should be listed alphabetically on author's surnames, and chronological per author. Names of journals should be in full titles rather than the abbreviations. Avoid using citations of abstract proceedings. The following examples are for guidance.

- **Journal Articles**

Ateş M A (2020). Çam kozalak emici böceği *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae)'nin fıstık çamında verim düşüklüğüne etkisi. Journal of Kirsehir Ahi Evran University Faculty of Agriculture 61(3): 341-346

Ateş M A ve İpekdağ K (2021). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. Journal of Kirsehir Ahi Evran University Faculty of Agriculture 47(4): 295-301

Ateş M A, İpekdağ K, Kazankaya A (2021). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. Journal of Kırşehir Ahi Evran University Faculty of Agriculture 47(4): 295-301

Kazankaya A, İpekdağ K, Ateş M A (2020a). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. Journal of Kırşehir Ahi Evran University Faculty of Agriculture 44(10): 1689-1705

- **Books**

Kazankaya A (2001). Western Conifer Seed Bug. Gordon and Breach Science Publishers, New York

- **Book Chapter**

Ateş M A (2020). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. In: A Kazankaya & K İpekdağ (Eds.), Orchard Pests, Marcel Dekker, New York, pp. 190-193

- **Publications of Institutions / Standard Books**

ASAE (2002). Standards S352.2, 2002, Moisture measurement – unground grain and seeds. ASAE, St. Joseph, MI

- **Internet Sources**

FAO (2013). Classifications and standards. Retrieved in April, 12, 2011 from <http://www.fao.org/economic/ess/ess-standards/en/>

- **Thesis and Dissertations**

İpekdağ K (2012). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. PhD Thesis, Cranfield University (Unpublished), UK

- **Conference Proceedings (Full papers)**

Ateş M A, İpekdağ K, Kazankaya A (2021). Effect of the western conifer seed bug, *Leptoglossus occidentalis* Heidemann (1910) (Hemiptera: Coreidae), on the yield loss in stone pine. In: Proceedings of the 7th International Congress on Agricultural Pest Management, 26-27 May, Kırşehir, pp. 565-569

Tables and Figures

Tables and Figures should be numbered consecutively and accompanied by a caption at the top for the tables and at the bottom for the figures. All tables and figures should not exceed 16×20 cm size. Figures should have high resolution, minimum 600 dpi in png/tiff format. Avoid using vertical lines in tables. All the figure(s) and table(s) should be referred in the text, such as (Table 1) or (Figure 1).

Illustrations

Do not use figures that duplicate matter in tables. Figures can be supplied in digital format, or photographs and drawings, which can be suitable for reproduction. Label each figure number consecutively.

Units

Units of measurement should all be in SI units. Use a period in decimal fractions (1.24). Units should have a single space between the number and the unit (4 kg ha⁻¹, 3 kg s⁻¹, 20 N•m, 100 kPa, 22 °C). The only exceptions are for angular definitions, minutes, seconds and percentage; do not include a space (10°, 45', 60'', 29%). The abbreviation of liter is "L".

Formulas and Equations

Number each formula with the reference number placed in parentheses at the end. Use Word mathematical processor for formulas with 12pt., variances in Italics, numbers and mathematical definitions in plain text. If needed, refer as "Equation 1" in the text (...the model, as given in Equation 1).

Abbreviations and Symbols

Avoid using abbreviations in titles and subtitles. Give the abbreviation in parentheses when it is first mentioned, such as "World Health Organization (WHO)". Follow the international rules in abbreviations and symbols.

Latin Names and Chemicals

All Latin names (those in the titles included) should be followed by the Author name and date when it is first mentioned, and should be abbreviated in their internationally accepted form at the later mentions (e.g. "*Leptoglossus occidentalis* Heidemann (1910)" and "*L. occidentalis*"). All Latin names should be *italicized*. Using commercial chemical names should be avoided if not necessary.

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