

## Revision Checklist for Authors

### Self-evaluation of the manuscript by Authors before submission.

The following checklist is designed to help you revise your manuscript according to Potravinarstvo®: Scientific Journal for Food Industry style and format before you submit your manuscript to our editorial system. For additional details, please follow the Instructions to Authors on the Potravinarstvo web site:

<http://www.potravinarstvo.com/en/instructions-for-authors/>

Please make changes to your manuscript as needed. Your revised manuscript will be copyedited after it is accepted for publication.

#### Article template

- Article was written directly to the template provided in the journal website: [http://www.potravinarstvo.com/dokumenty/article\\_template\\_en.docx](http://www.potravinarstvo.com/dokumenty/article_template_en.docx)

#### Title Page

- Article name is included (avoid abbreviations)
- All authors and corresponding authors name and surname are included

#### Abstract

- Abstract is a minimum of 300 words and maximum of 500 words
- Abbreviations are used sparingly and consistently in the abstract
- Abstract ends with 1 or 2 sentences that highlight important conclusions
- Keywords (maximum of 5 words or phrases) appear after the abstract in singular form
- P-values and statements of significance are not included in the abstract

#### Text

- Introduction of the article contains a clear scientific hypothesis.
- Main heads (Abstract, Introduction, Materials and Methodology, Results, Discussion, Conclusions, Acknowledgements, References) are aligned to the left, Times New Roman 11, boldface, and all caps
- Secondary heads are aligned to the left, bold, italic, mixed case
- Tertiary heads begin a paragraph; are bold, italic, and mixed case; and end with a period
- Text is justified, Times New Roman 10
- Name of microorganisms is italic (e.g. *Escherichia coli*)
- Each author-defined abbreviation is defined at first use (the abbreviation follows the term, boldface and in parentheses) and then used consistently thereafter (e.g. Slovak University of Agriculture (SAU))
- Do not use capitalized whole words (e.g., MILK, LOW) as abbreviations or single-letter abbreviations that could be confused with chemical elements (e.g., P, C, S)
- Manufacturer or supplier name and location (city and state or country) are given for all chemicals, feeds, software, and equipment
- Units of measure are spelled out unless accompanied by a value or used parenthetically
- Units of measure are separated from the number with space (e.g. 0.25 km)
- Unit abbreviations follow SI standards (<http://physics.nist.gov/cuu/Units/index.html>)
- Multiple unit abbreviations after number are separated with period without space (mL.min<sup>-1</sup>.kg<sup>-1</sup>)

### Mathematics and Numbers

- Comma separator is used for numbers greater than 999 (e.g., 1,500)
- Zeros precede decimals for numbers less than 1 (e.g. 0.91 m)
- Spaces are not used between signs and number (e.g.  $\pm 25$  °C,  $-15$  °C,  $<10$ )
- Ordinal numbers less than 10th are spelled out
- Cardinal numbers should be expressed in numerals rather than words
- All equation terms are defined
- Signs of operation in equation are separated from numbers with space (e.g.  $a + b = c$ )
- Variable are shown in italics
- Vectors and matrices only are indicated with boldface type

### References

- References are formatted according to the provided instruction:  
<http://www.potravinarstvo.com/dokumenty/instructions.pdf>
- Journal titles are abbreviated per ISO conventions on the NLM web site  
<ftp://nlmpubs.nlm.nih.gov/online/journals/ljiweb.pdf>)

#### Example:

##### Article

Zajác, P., Tomáška, M., Murárová, A., Čapla, J., Čurlej, J. 2012. Quality and safety of raw cow's milk in Slovakia in 2011. *Potravinarstvo*, vol. 6, no. 2, p. 64-73. <http://dx.doi.org/10.5219/189>

##### Book

Pitt, J. I., Hocking, A. D. 1997. *Fungi and food spoilage*. 3<sup>rd</sup> ed. NEW YORK, USA : Springer Science+Business media, LLC. 536 p. ISBN-13: 978-0387922065.

- Publisher name and location are given for all books, proceedings, and all other non-journal references
- References are listed alphabetically by last names of all authors
- All references are cited in the body of the paper
- Only published material is included in this section; submitted (but not yet accepted) papers should be cited in text as "unpublished data"
- DOI (digital object identifier) with URL link to source content (article or book published online with assigned DOI) are listed in the bibliography.

### Tables

- Tables are created using the table function in Microsoft Word, with rows and columns
- Table titles are in the same format for all tables within a manuscript and are above the table (e.g. **Table 1** Name of the table)
- Author-defined abbreviations used in a table are defined
- Manufacturer's name and location are given for any proprietary product appearing in the table
- Tables are numbered in the order in which they are first referenced in the text
- Footnotes used in a table (except for statistical comparisons) are numbered

### Figures

- Figure titles are in the same format for all figures within a manuscript and are below the figure (e.g. **Figure 1** Name of the figure)
- Original figures are of acceptable quality (at least 300 dpi or in vector format)
- Figures being reprinted from previously published material are accompanied by permission of the copyright holder
- Figure data, symbols, font, and labels are a minimum of 8 points in Times New Roman, Arial, Calibri or Helvetica font; label font and size are consistent within a manuscript
- Abbreviations used in the figure are defined in the caption
- Units of measure, when needed, follow the axis description, separated by a comma or in parentheses; e.g., CP intake, kg/d or CP intake (kg/d).

### Conclusion

- Conclusion contains a clear answer to the scientific hypothesis.

### Acknowledgments

- Number and name of the grant, according to which was the work supported is provided

### Contact address

- Full name, surname and title of all authors and their affiliation - complete address of their workplace, including telephone, fax and email address is provided

### Editing Services

Before submission, or re-submission in the case of a revised manuscript, authors who believe their manuscripts would benefit from professional editing are encouraged to use a language-editing service, such as one of those listed below\*:

American Journal Experts: <http://www.journalexperts.com/>

Asia Science Editing: <http://www.asiascienceediting.com/>

Biomeditor: <http://www.biomeditor.com/>

BioScience Writers: <http://www.biosciencewriters.com/>

Boston BioEdit: <http://www.bostonbioedit.com/>

English Manager Science Editing: <http://www.sciencemanager.com/>

ESE - English Science Editing: <http://www.englishscience.com/>

International Science Editing: <http://www.internationalscienceediting.com/>

SquirrelScribe.com: <http://www.squirrelscribe.com/>

Write Science Right: <http://www.writescienceright.com/>

\*This is a partial list for informational purposes only. Potravinarstvo® has no interest in these services and takes no responsibility for these services, which are commercial, for-profit entities. In addition, use of any of these services does not guarantee the acceptability of a manuscript for publication.