

# Guidelines for Authors 2004

The *Journal of the Institute of Brewing* (JIB) welcomes original papers and review articles dealing with all aspects of the raw materials of brewing and the brewing process and with other fermentation industries, such as cider manufacture, wine making and distilling. Submission of papers is not restricted to members of the Institute & Guild of Brewing (IGB), although all papers must be written in the English language. The Editorial Board of the JIB is responsible for deciding whether or not a paper shall be published in the *Journal*, but it is the responsibility of the author, and not of the IGB, to ensure that any necessary permission to publish has been secured. Papers and letters to the editor reflect the views of the authors and are not necessarily the views of the IGB or of the institutions with which the authors are affiliated. The *Journal* reserves the right to reject or accept letters for publication and to edit letters for clarity and conciseness.

## Submission of Papers

**Please feel free to submit only electronically via e-mail to start the process.** Once a paper is accepted and being prepared for publication, it may be necessary to mail paper copies, high-quality scans of the figures or original photographs depending on the actual material.

Electronic copies of your paper will be sent to the referees whenever possible to speed up the process, and you will receive a summary of referee comments via e-mail. Your page proofs will be sent to you electronically.

Please ensure that you have marked who the corresponding author is, have included e-mail addresses (including those of coauthors if you will be travelling while the page proofs or referee comments need to be addressed) as well as mailing address, telephone numbers and fax numbers.

Faster speed to publication is a goal of the JIB.

Inquiries about submissions should be addressed to:

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The typescripts must be accompanied by a declaration that the paper has not already been published and will not

be published elsewhere within nine months of the date of submission. If the contents of the paper have been communicated verbally at a scientific meeting or symposium, this should be stated in a footnote.

*The ACS Style Guide* (American Chemical Society, Sales Office, 1155 Sixteenth Street NW, Washington, DC 20036, <http://www.acs.org>) is recommended as a style reference; for spelling please consult the *Concise Oxford Dictionary*.

## General Format of Papers

Reference to a 2004 issue of the *Journal* will give prospective contributors information about the preferred style. The detailed arrangement of the subject matter of a paper will depend on its content and on the individual preferences of the author, but the following general principles serve as guidelines for papers embodying original work.

**Abstract.** A summary of the paper of 100–200 words must precede the general body of the text. It is important that the abstract be as informative as possible. Statements like “The implications of these results are discussed” are not informative and will be deleted. In this instance, a suitable sentence would be “The results obtained suggest that...”.

**Key words.** A list of no more than six key words, arranged alphabetically, should indicate the areas covered by the paper and be placed following the abstract.

**Introduction.** The purpose and scope of the investigation should be indicated, and any relevant findings of previous workers on the subject may be briefly reviewed.

**Materials and methods.** The experimental work should be described in sufficient detail to enable other workers to use the given techniques.

**Results.** Results should be concisely presented, preferably in tables or graphs. The use of both tables and figures based on the same data is not permitted.

**Discussion.** The results obtained should be considered critically, both on their own and in relation to the findings of others. Care must be taken to avoid repeating information already presented in the Introduction or Results sections.

In some papers it may be desirable to combine the Results and Discussion as a single section.

In addition to papers concerned with results of experimental work, critical review papers are also welcome. The use of subheadings is essential for this type of article.

## Details of Presentation

**Tables.** Tables must **not** be included in the body of the text because their final position is determined by the layout of the printed page. Each table should be printed on a separate sheet and numbered (Table I, Table II, etc.) in

the order in which they are referred to in the text. A general heading is required for each table, and the wording of the heading must be chosen so as to make the contents of the table comprehensible without undue reference to the text. Internal headings of columns must also be carefully worded, and only common abbreviations used without explanation. Explanatory footnotes to tables may be desirable.

**Figures.** The term *figures* includes line drawings, charts, diagrams, and photographs. Figures should be used when they clarify the text. Figures are numbered (Fig. 1, Fig. 2, etc.) in order of appearance. For graphs, please use circles, squares and triangles, which may be either solid or hollow to indicate results on curves; the symbols + and × should not be used. Axes should be clearly labelled and include all units of measurement, preferably in a sans serif font (e.g., Helvetica). Draw curves heaviest and axes lighter. If shading is necessary in a figure, use coarse patterns such as hatching; shading is liable to break up in the printed copy.

Each figure must be accompanied by an explanatory legend, and all legends should be collected together on a separate sheet. All paper figures should have a label on the back containing the first author's name and an arrow indicating the top of the figure.

One column in the journal is 88 mm and 183 mm for two columns; maximum height is 242 mm, including the caption. If possible, make illustrations fit the area without reduction in size. A 1:1 reproduction is desired to maintain maximum detail in printing and to save time, labour, and production costs. On figures for same-size reproduction, numbers and lettering (in upper and lowercase) should be in a 10-point (3 mm) sans serif type (e.g., Helvetica); figure designations (1, 2, 3, and A, B, C, etc.) should be in 18-point type (6 mm). Instructions for sending figures electronically are given in a later section.

## References

**Citation of references.** References should be indicated in the text by superscript numbers thus, "as MacLeod<sup>15</sup> has shown" or "in journals<sup>2,6-9,14</sup>, as well as books<sup>3,7</sup>."

Authors' initials are not shown in the text, but they must be given in full in a list of references at the end of the paper. This list must be arranged in alphabetical order and numbered in that order.

See the examples below for how to reference articles in journals, books, on-line journals etc.

### Journals

The authors' names and initials are followed by the title of the article, the abbreviated journal title, the year, the volume number, and the first and last page numbers of the article cited. Titles should be abbreviated according to the *Chemical Abstract Service Source Index* (CASSI). Before 2003, the titles of articles and last page numbers were not required. In 2004 they must be included.

1. Bamforth, C.W. and Kanauchi, M., A simple model for the cell wall of the starchy endosperm in barley. *J. Inst. Brew.*, 2001, **107**(4), 235–240.

2. Noordman, T.R., Peet, C., Iverson, W., Broens, L. and van Hoof, S., Cross flow filtration for clarification of lager beer – Economic reality. *Tech. Q. Master Brew. Assoc. Am.*, 2001, **39**(4), 207–210.
3. Segawa, S., Yamashita, S., Mitani, Y. and Takashio, M., Analysis of detrimental effect on head retention by low-molecular surface-active substances using surface excess. *J. Am. Soc. Brew. Chem.*, 2002, **60**(1), 31–36.

### Symposia

4. Anderson, R.G., Past milestones in malting, brewing and distilling. Proceedings of the Fourth Aviemore Conference on Malting, Brewing and Distilling, Institute of Brewing, U.K., 1994, pp. 5–12.
5. McKeown, I., Earl, G., Stewart, G. and Leiper, K., Influence of brewing raw materials and silica surface activation on protein uptake from lager beers. Proceedings of the European Brewing Convention Congress, Cannes, IRL Press: Oxford, 1999, pp. 839–845.

### References to books with editors

6. Author 1, author 2, etc, In: *Book title*, Edition number, Editor 1, Editor 2, etc. Eds., (Series information if any), Publisher: Place of Publication, Year, (Volume number if any), Pagination.
7. Campbell, I., Wild yeasts in brewing and distilling. In: *Brewing Microbiology*, 2nd ed., F. G. Priest and I. Campbell, Eds., Chapman and Hall: London, 1996, pp. 93–207.

### Website citations

8. Fernandez-Cornejo, J. and McBride, W. D., Genetically engineered crops for pest management in U.S. agriculture: Farm-level effects. Online. USDA, Economic Research Service, Resource Economics Division, Agricultural Economic Report No. 786, 2000.
9. U.S. Hop Industry Plant Protection Committee Home Page. [http://www.epa.gov/opppd1/PESP/p&s\\_pages/ushippc.htm](http://www.epa.gov/opppd1/PESP/p&s_pages/ushippc.htm) (accessed Feb. 2002). (Please include date accessed.)

### Online journals

10. Munkvold, G.P., Eutypa dieback of grapevine and apricot. *Online. Plant Health Progress*. 2001. (doi: 10.1094/PHP-2001-0219-01-DG)

Note: doi stands for "digital object identifier," which is one convention for identifying online material. Online journal sites normally can be found most easily by searching for the journal title (e.g., *Plant Health Progress*).

### CD-ROM proceedings (not available in print form)

11. Boulton, C.A., Box, W.G., Carvell, J. and Turner, K., A novel and rapid method for the automatic and simultaneous determination of total and viable cell concentration in pitching yeast slurries. Proceedings of the European Brewing Convention Congress, Budapest, 2001, Fachverlag Hans Carl: Nürnberg, Germany, CD ROM 2001, Contribution 78.

## Submission of Material on Floppy Disk or CD-ROM

Disks formatted for IBM PC-compatible are preferred. MS Word is preferred; other common text formats are acceptable (Word Perfect, Rich Text [.rtf], ASCII). Clearly label the diskette or CD-ROM with authors' names, the

title of the paper, and the name of the word processing program, together with the file name under which the paper is stored. The disk must always be accompanied by a hard-copy version of the article, and *the content of the two must be identical*. There is no need to format the article so the printout is visually attractive (*e.g.*, by making headings bold or creating a page layout with figures), as most formatting instructions will be removed upon processing. Use indent format for paragraphs. Please consult a recent issue of the journal for table samples.

**General.** Although there are still technical difficulties to address, both scanned and computer-generated illustrations are acceptable. A hard copy of the manuscript should be sent as we cannot guarantee the usability of your graphic file(s) and hard copies of all illustrations should accompany the accepted printout of the final manuscript. One set should be in publishable condition.

**File format for figures.** Files should be saved in .tif, .eps, or .jpg format for IBM PC, or in .tiff, .pict, .jpeg, or .eps format for Macintosh. The acceptability of other formats is to a large extent dependant on the information you supply us concerning the software and hardware used. Please put the relevant information in the header of the file.

**Resolution.** Drawings made with Adobe Illustrator and Aldus Freehand (Macintosh) and CorelDraw (IBM/DOS) generally give good results. These must be saved as .tif, .eps, or .jpg files for IBM PC, or in .tiff, .pict, .jpe, or .eps format for Macintosh, with the resolution requirements listed below.

Files created in Office applications such as Excel or PowerPoint or embedded in a document cannot be used to produce high-resolution images. Files of scanned line drawings are acceptable if done at a minimum of 1200 ppi at the final size. Since such files are very large, a crisp black and white printout is often preferred. For scanned photos, a resolution of 300 ppi at the final size is sufficient. Scanned figures compressed with .jpg usually give no problems. **Scanned figures cannot be enlarged**, but they can be reduced.

A photocopy of each figure should also be supplied with each copy of the manuscript. They should be numbered and identified with the names of the authors. Original illustrations are not returned except upon special request.

Photos should be glossy prints in black-and-white. Colour photographs are not suitable for black and white reproduction and should not be used. Polaroid prints are not acceptable unless they are very clear and care has been taken to preserve the photograph. Photomicrographs must have internal scale markers.

Colour illustrations may be used, but the cost of colour reproduction must be paid by the authors. A cost quotation will be provided, and the author or an institutional officer must formally indicate acceptance of the quoted rate before the illustration will be processed.

## Abbreviations and Units of Measurement

In general, the recommended SI symbols for units are used.

**Some common abbreviations and units of measurement.** General abbreviations are: approx, atm, conc (concentrated), diam, *e.g.*, Fig., *i.e.*, ppm, %, *viz.*, vol, and wt. When % is used alone, wt% is implied, and any other usage must be defined, *e.g.*, %(wt/vol) or %(vol/vol).

Accepted contractions for units of measurements are:

*Length* – km, m, cm, mm,  $\mu\text{m}$ , nm, or British units yd<sup>2</sup>, ft<sup>2</sup>, in.<sup>2</sup>

*Area* – m<sup>2</sup>, ha (10<sup>4</sup> m<sup>2</sup>), or British units yd, ft, in.

*Volume* – m<sup>3</sup>, litres (abbreviated to L, hL,  $\mu\text{L}$ , etc.) or

British units brl, gal, qt, pt, ft<sup>3</sup>

*Mass* – kg, g, mg,  $\mu\text{g}$ , or British units cwt, lb, oz

*Time* – h, min, s

*Electricity* – A, mA, kW, W, V,  $\Omega$

*Temperature interval, heat* – K, °C, °F, J (Joule)

*Force* – N (Newton), g (centrifugal force), psi

**Nomenclature of micro-organisms.** Binomial Latin names are written in italics in full at the first mention in the text; subsequently the name of the genus should be abbreviated. Single-letter abbreviations of generic names should be used when they are not ambiguous. Trivial names should not be italicised.

Names of organisms should conform to the International Rules of Nomenclature, but synonyms may be added in brackets at first mention when confusion might otherwise arise, *e.g.*, *Saccharomyces uvarum* (*carlsbergensis*).

## Proofs

Proofs (text, captions, and tables, not laid out in final form) will be sent to the corresponding author to be checked for typesetting accuracy.

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