

## INSTRUCTIONS FOR AUTHORS

**SUBMISSION.** Original contributions relevant to food and nutrition sciences are accepted on the understanding that the material has not been, nor is being, considered for publication elsewhere. **All papers should be submitted and will be processed electronically via Editorial Manager system (available from PJFNS web site: <http://journal.pan.olsztyn.pl>).** On submission, a corresponding author will be asked to provide: **Cover letter; Files with Manuscripts, Tables, Figures/Photos; and Names of two potential reviewers (one from the author's homeland – but outside author's Institution, and the other from abroad).** All papers which have been qualified as relevant with the scope of our Journal are reviewed. All contributions, except the invited reviews are charged. Proofs will be sent to the corresponding author or to the first author and should be returned within one week since receipt. No new material may be inserted in the text at proof stage. It is the author's duty to proofread proofs for errors.

Authors should very carefully consider the preparation of papers to ensure that they communicate efficiently, because it permits the reader to gain the greatest return for the time invested in reading. Thus, we are more likely to accept those that are carefully designed and conform the instruction. Otherwise, papers will be rejected and removed from the on-line submission system.

**SCOPE.** The Polish Journal of Food and Nutrition Sciences publishes original, basic and applied papers, and reviews on fundamental and applied food research, preferably these based on a research hypothesis, in the following Sections:

**Food Technology:**

- Innovative technology of food development including biotechnological and microbiological aspects
- Effects of processing on food composition and nutritional value

**Food Chemistry:**

- Bioactive constituents of foods
- Chemistry relating to major and minor components of food
- Analytical methods

**Food Quality and Functionality:**

- Sensory methodologies
- Functional properties of food
- Food physics
- Quality, storage and safety of food

**Nutritional Research Section:**

- Nutritional studies relating to major and minor components of food (excluding works related to questionnaire surveys)

**“News” section:**

- Announcements of congresses
- Books reviews

**OUT OF THE SCOPE OF THE JOURNAL ARE:**

- Works which do not have a substantial impact on food and nutrition sciences
- Works which are of only local significance i.e. concern indigenous foods, without wider applicability or exceptional nutritional or health related properties
- Works which comprise merely data collections, based on the use of routine analytical or bacteriological methods (i.e. standard methods, determination of mineral content or proximate analysis)
- Works concerning biological activities of foods but do not provide the chemical characteristics of compounds responsible for these properties
- Nutritional questionnaire surveys
- Works related to the characteristics of foods purchased at local markets
- Works related to food law
- Works emphasizing effects of farming / agricultural conditions / weather conditions on the quality of food constituents
- Works which address plants for non-food uses (i.e. plants exhibiting therapeutic and/or medicinal effects)

**TYPES OF CONTRIBUTIONS.** *Reviews:* (at least: 30 pages and 70 references) these are critical and conclusive accounts on trends in food and nutrition sciences; *Original papers:* (maximally: 30 pages and 40 references) these are reports of substantial research; *Book reviews, reports on post and forthcoming scientific events, and letters to the Editor* (all up to three pages) are also invited (free of charge).

**REVIEW PROCESS.** All scientific contributions will be peer-reviewed on the criteria of originality and quality. Submitted manuscripts will be pre-evaluated by Editor-in-Chief and Statistical Editor (except for review articles), and when meeting PJFNS' scope and formal requirements, they will be sent to a section Editor who upon positive pre-evaluation will assign at least two reviewers from Advisory Board Members, reviewers suggested by the author or other experts in the field. Based on the reviews achieved, Section Editor and Editor-in-Chief will make a decision on whether a manuscript will be accepted for publication, sent back to the corresponding author for revision, or rejected. Once a manuscript is sent back to the corresponding author for revision, all points of the reviews should be answered or rebuttal should be provided in the Explanation letter. The revised manuscripts will be checked by Section Editor and by the original reviewers (if necessary), and a final decision will be made on acceptance or rejection by both Section Editor and Editor-in-Chief.

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**A manuscript will not be published once the signed form has not been submitted to the Editor with the manuscript revised after positive reviews.**

**ETHICAL APPROVAL OF STUDIES AND INFORMED CONSENT.** For all manuscripts reporting data from studies involving human participants or animals, formal approval by an appropriate institutional review board or ethics committee is required and should be described in the Methods section. For those investigators who do not have formal ethics review committees, the principles outlined in the Declaration of Helsinki should be followed. For investigations of humans, state in the Methods section the manner in which informed consent was obtained from the study participants (i.e., oral or written). Editors may request that authors provide documentation of the formal review and recommendation from the institutional review board or ethics committee responsible for oversight of the study.

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**MANUSCRIPTS.** A manuscript in English must be single-sided, preferably in TimesNewRoman (12) with 1.5-point spacing, without numbers of lines. The Editor reserves the right to make literary corrections and to make suggestions to improve brevity. English is the official language. The English version of the paper will be checked by Language Editor. Unclear and unintelligible version will be sent to the author(s) for correction.

Every paper should be divided under the following headings in this order: a **Title** (possibly below 150 spaces), **Running title** (up to 50 spaces, submitted under the Title); the Name(s) of the author(s) in full. In paper with more than one author, the asterisk indicates the name of the author to whom correspondence and inquiries should be addressed, otherwise the first author is considered for the correspondence. Current full postal address of the indicated corresponding author or the first author must be given in a footnote on the title page; the Place(s) where the work was done including the institution name, city, country if not Poland. In papers originated from several institutions the names of the authors should be marked with respective superscripts; the **Key words** (up to 6 words or phrases) for the main topics of the paper; an **Abstract** (up to 250 words for regular papers and reviews and 100 words for Short Reports) summarizing briefly main results of the paper, no literature references; an **Introduction** giving essential background by saying why the research is important, how it relates to previous works and stating clearly the objectives at the end; **Materials and Methods** with sufficient experimental details permitting to repeat or extend the experiments. Literature references to the methods, sources of material, company names and location (city, country) for specific instruments must be given. Describe how the data were evaluated, including selection criteria used; **Results and Discussion** presented together (in one chapter). Results should be presented concisely and organized to supplement, but not repeat, data in tables and figures. Do not display the data in both tabular and graphic form. Use narrative form to present the data for which tables or figures are unnecessary. Discussion should cover the implications and consequences, not merely recapitulating the results, and it must be accomplished with concise **Conclusions**; **Acknowledgements** should be made to persons who do not fill the authorship criteria (see: Authorship forms); **Research funding** should include financial and material support; and **References** as shown below.

**REFERENCES** each must be listed alphabetically at the end of the paper (each should have an Arabic number in the list) in the form as follows: **Periodicals** – names and initials of all the authors, title of the paper, abbreviated journal title as in Chemical Abstracts, year of publication, volume, inclusive page numbers; **Books** – names and initials of all the authors, names of editors, chapter title, year of publication, publishing company, place of publication, inclusive page numbers; **Patents** – the name of the application, the title, the country, patent number or application number, the year of publication.

For papers published in language other than English, manuscript title should be provide in English, whereas a note on the original language and English abstract should be given in parentheses at the end.

**The reference list should only include peer-reviewed full-text works that have been published or accepted for publication. Citations of MSc/PhD theses and works unavailable to international Editors, Reviewers, and Readers should be limited as much as possible.**

References in the text must be cited by name and year in square parentheses (e.g.: one author – [Tokarz, 1994]; two authors – [Słomimski & Campbell, 1987]; more than two authors – [Amarowicz *et al.*, 1994]). If more than one paper is published in the same year by the same author or group of authors use [Tokarz, 1994a, b]. Unpublished work must only be cited where necessary and only in the text by giving the person's name.

**Examples:**

Fastgate B.A., Campbell L.D., Gas chromatographic determination of indole glucosinolates – A re-examination. *J. Sci. Food Agric.*, 2005, 70, 131–143.

Uden P.C., Gas chromatography. 1987, *in*: CRC Handbook of Chromatography, Inorganics, vol. 1 (ed. M. Queresi). CRC Press Inc., Boca Raton, Florida, pp. 44–46.

Jones H., McNavoy H., Method for tyrosinase inactivation. US, patent No 138722, 2011.

**ABBREVIATIONS AND UNITS.** Abbreviations should only be used when long or unwieldy names occur frequently, and never in the title; they should be given at the first mention of the name. Metric SI units should be used. The capital letter L should be used for liters. Avoid the use of percentages (% g/g, % w/w; Mol-%; vol-%), ppm, ppb. Instead, the expression such as g/kg, g/L, mg/kg, mg/mL should be used. A space must be left between a number and a symbol (e.g. 50 mL not 50mL). A small x must be used as multiplication sign between numeric values (e.g.  $5 \times 10^{-6}$  cfu). Statistics and measurements should be given in figures, except when the number begins a sentence. Chemical formulae and solutions must specify the form used. Chemical abbreviations, unless they are internationally known, Greek symbols and unusual symbols for the first time should be defined by name. Common species names should be followed by the Latin at the first mention, with contracting it to a single letter or word for subsequent use.

**FIGURES** should be submitted in separate files. Each must have an Arabic number and a caption. Captions of all Figures should be provided on a separate page “Figure Captions”. Figures should be comprehensible without reference to the text. Self-explanatory legend to all figures should be provided under the heading “Legends to figures”; all abbreviations appearing on figures should be explained in figure footnotes. Three-dimensional graphs should only be used to illustrate real 3-D relationships. Start the scale of axes and bars or columns at zero, do not interrupt them or omit missing data on them. Figures must be cited in Arabic numbers in the text.

**TABLES** should be submitted in separate files. They should be as few in number and as simple as possible (like figures, they are expensive and space consuming), and include only essential data with appropriate statistical values. Each must have an Arabic number and a caption. Captions of all Tables should be provided on a separate page “Table Captions”. Tables should be self-explanatory; all abbreviations appearing in tables should be explained in table footnotes. Tables must be cited in Arabic numbers in the text.

**PAGE CHARGES.** A standard publication fee has been established at the rate of 300 EUR + tax (if applicable) irrespective of the number of pages and tables/figures. Payment instructions will be sent to Authors via e-mail with acceptance letter.

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