

## Renewable Agriculture and Food Systems

### Aims and Scope

Renewable Agriculture and Food Systems publishes original research on biological, physical, or social science aspects of alternative and renewable agriculture and food systems. We particularly welcome multidisciplinary studies, but papers from a specific discipline are also invited. However, since RAF readership is much broader than for a single-discipline journal, highly specialized terminology should be explained or avoided. The significance of a statement, or the reasoning behind a conclusion, may have to be spelled out more than in a more specialized journal.

### Categories of Articles

We publish articles in the following categories; please ensure that your article clearly fits into one of the categories listed below:

#### 1. Research Papers

These are reports of original research that all subject to peer review, with the customary standards applying: relevance, originality, significance, validity, and clarity. One additional criterion not always applicable to other journals is that an article for RAF should be understandable to readers from a wide range of backgrounds, not just people in the authors' speciality.

#### 2. Review Articles

We encourage you to submit on any subject relevant to RAF.

#### 3. Preliminary Reports

Preliminary reports on highly innovative systems is a category that is not found in some journals but which we consider appropriate for alternative agriculture. It covers areas about which very little research has been done before, but which promise to be very exciting. The data presented in such a paper can be less complete than in a conventional research paper. However, please note that such a paper should not be a report on work in progress on a familiar topic.

#### *Arrangement of above paper types*

Manuscripts should be prepared according to the following structure:

An abstract of 200 to 400 words, suitable for readers from a broad range of disciplines. It should avoid highly specialised terminology that might be appropriate for a single-discipline journal. Take particular care that the significance of the work is made clear, even to readers from a different field.

Subject matter keywords suitable for use in scientific indexing

The text, divided under appropriate headings

Acknowledgements (if any)

References (for further information about presenting references please see below)

Tables, either on a separate sheet at the end of the manuscript or in separate file. Tables should be numbered consecutively with Arabic numerals and every table should be mentioned at least once in the text.

Illustrations as separate files containing no text. Captions to illustrations should be supplied on a separate sheet at the end of the main manuscript.

#### 4. Fora

These are short pieces that take a stand on a current policy issue. Usually a forum makes just one main point so it can argue the case convincingly in about one journal page. The aim of a forum article is to stimulate thinking and discussion. On receipt of a forum article, the Forum Editor sends the article to two reviewers whose responses will be published with the forum.

#### 5. Commentaries

Commentaries can be of different types. The first can be a critical challenge to an article published in the Journal, arguing for a position other than that taken in the initial article; an elaboration or extension of the position taken in an article published by the Journal, pushing the argument further; or an application of a theoretical perspective that sheds light on the issues addressed in a paper published in the Journal or the author's experience applying the issues addressed in the article.

This paper type should be short, about 2000 words, and include a brief summary of up to 150 words in place of an abstract. Cite only works absolutely necessary to support your point. Use a short title that emphasizes the key message.

The second form of commentary is more editorial in nature and covers an issue that is relevant to the Journal's scope. This should be formatted as a review article, described above.

Acceptance or rejection of the commentary is at the discretion of the Editor-in-chief. In most instances commentaries will be peer reviewed. Also, the Editor-in-chief may request or allow an author to respond to the commentary.

#### 6. Resource Reviews

We welcome Resource Reviews. These are not limited to books, but may also include models, tutorials, videos etc. For further information on submitting a Resource Review, please see: <http://journals.cambridge.org/action/displayMoreInfo?jid=RAF&type=bri>

#### 7. From the Field

The new "From the Field" paper type includes annotated field reports of on-going research of renewable agriculture projects around the world. These reports are meant to provide an outlet for research underway in the field, and will be reviewed as any other manuscript submitted to the Journal, but can be more informal in content. They can also be linked to visual or other supplementary content that will be published online only through the Journal's website.

##### *Arrangement of From the Field papers:*

These should be in the form of a brief report and should be short (no more than 3 pages / 1200 words). A brief summary / abstract of up to 150 words should be included. There should be a maximum number of 25 references, and a maximum of 5 key words. Up to 2 in-text illustrations (Figures, tables) can be included within the constraints of the Journal's image-publishing policy (see <http://journals.cambridge.org/action/stream?pageId=3624&level=2&sessionId=EE7450BF3E68D2ABF7B2555A6716F60,journals#5>) with others being linked as supplementary files (Please see the bottom of this document for Supplementary File instructions).

We encourage the publication of supporting photos, images, tables etc which can be published online and linked to the paper as Supplementary File. These materials can be cited within the

text of the paper, but the paper must stand on its own without the supplementary materials, as these will not be published in the print version.

### **Manuscript submission**

#### Peer review

All contributions will be reviewed by at least two referees to ensure both accuracy and relevance. The referees' reports will provide a basis on whether we accept a paper. Revision may be required before final acceptance. Authors are invited submit the names and contact details (including e-mail addresses) of suggested referees in a covering letter, or in the 'comments' box online.

#### Units

Research papers should use the International (SI, or metric) system throughout. Occasional use of common unit equivalents in parentheses is permitted.

#### Reference List

When citing material that has been covered in more than one format, such as the typescript of a conference presentation and a journal article, preference should be given to the version that is most readily available, and that is likely to remain so. Generally this means standard publication channels, such as books, journals, and regular government report series. Unpublished or informally published material should be cited only when no alternative form exists.

References are based on the Vancouver system. They should be numbered consecutively in the order in which they first appear in the text using superscript Arabic numerals. Where a reference is cited more than once in the text, use the same number each time. In the reference list please give the names of all authors in the reference, never use "et al". Use full names of journals, institutions, conferences, etc. The reference list uses no quotation marks, italics, boldface or underlining. Only the names of books and periodicals are in initial capitals. Names of papers, book chapters, pamphlets, and bulletins are not capitalized.

Examples:

1. Leopold, A. 1991. The farmer as a conservationist. In S.L. Flader and J.B. Callicott (eds.). *The River of the Mother of God and Other Essays by Aldo Leopold*. University of Wisconsin Press, Madison, WI. p.255-265.
2. Brink, R.H. Jr, Dubach, P., and Lynch, D.I. 1960. Measurement of carbohydrates in soil hydrolyzates with anthrone. *Soil Science* 89:157-166 .
3. Greenland, D.J. and Szabolcs, I. (eds.). 1994. *Soil Resilience and Sustainable Land Use*. CAB International, Wallingford, UK.
4. Arshad, M.A. and Coen, G.M. 1992. Characterization of soil quality: Physical and chemical criteria. *American Journal of Alternative Agriculture* 7:25-31.
5. Coale, F.J. 1996. Descriptions of the soil test interpretive categories used by the University of Maryland Soil Testing Laboratory. SFM-3. University of Maryland, College Park.

Footnotes

RAF does not use bibliographic or substantive footnotes. All bibliographic references should be at the end of the text. Instead of substantive footnotes, include the material in the main text or consider eliminating it.

### Manuscript Preparation

The entire manuscript, including abstract and references, should be typed on one side of standard-size paper, double spaced, with margins of at least 2cm all around. Label all pages in the upper right-hand corner with the lead author's last name and the page number. Add line numbers to your manuscript, restarting numbering for each page. Do not use hyphens unless the hyphen is part of the word.

### Online submission

Manuscripts should be submitted online via our manuscript submission and tracking site, [www.edmgr.com/rafs](http://www.edmgr.com/rafs). Full instructions for electronic submission are available directly from this site. If you are unsure of the suitability of your manuscript for RAF, please e-mail the abstract to the Journal Office before submitting online: [rafjournal@cambridge.org](mailto:rafjournal@cambridge.org).

To facilitate rapid reviewing, communications for peer review will be electronic and authors will need to supply a current e-mail address when registering to use the system.

When submitting your manuscript you will need to supply:

Manuscript file, with lines numbered, to include title, authors, correspondence details, abstract, main text, references and captions for tables and figures. Tables and figures should be provided as separate files and numbered as they appear in the text. Further guidelines for suitable electronic file formats can be found here: <http://journals.cambridge.org/action/stream?pageId=3624&level=2&sessionId=EE7450BF3E68D2ABF7B25555A6716F60.journals#5> . The charge to authors for printing colour images is £100 per page.

Covering letter, stating that the manuscript is an original contribution that has not been published elsewhere in substantially the same form, that it is not currently under consideration elsewhere, and that permission has been obtained for any copyrighted material used.

### Copyright

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### Offprints

Cambridge University Press will send the corresponding author a PDF file of the final published article for use. There will also be an option to purchase offprints.

### A Final Note

Articles will only be considered for publication in RAF when submitted formally, in their final form, and formatted to the style of RAF.

## **Instructions for Journal Editors-in-Chief and Editorial Offices Regarding Submission of Supplementary Material (January 2012)**

### *Introduction*

An increasingly appealing option for journal authors is the inclusion of Supplementary Material with the traditional manuscript text. Supplementary Material is defined as any content that supports, but is not key to, the understanding of a print- and / or online-published item's message. Given that Supplementary Material is exclusively published online, it may include file types (video, audio) that are incompatible with a print format.

Supplementary Material is subject to the same peer review process and copyright requirements as all primary content. It will be neither copy-edited nor typeset, but will be published as approved by the Editor-in-Chief. As the submission of Supplementary files becomes more prevalent we would like to offer some guidelines for submission of Supplementary files to Cambridge University Press journals production.

### *Most common types of Supplementary Material*

Common types of Supplementary Material include audio and video files and large datasets or tables. Datasets, tables, and other textual material are commonly submitted as PDF, Excel, or Word files. Our recommendations for the various types of files can be found in Appendix 1 at the end of this document.

### *Submission procedure*

Supplementary files should be delivered to journals production at Cambridge from the journal's editorial office, not direct from an author, ensuring that the production editor knows the files have been approved by the journal editor-in-chief / editorial office.

The editorial office and the author should ensure that an in-text citation to each Supplementary file has been made in the article. Preferably, in-text cites will appear in a separate section at the end of the article, following the text and preceding the traditional "References" or "Notes" section, and will include a URL address to be assigned by Cambridge.

Upon receipt by Cambridge University Press the production editor will record receipt of the Supplementary file in our internal tracking system. The author will be able to check in page proofs to be certain that the in-text citation appears properly; however, the Supplementary Material files themselves will not be circulated with the page proofs. When an article is published online, either as a *FirstView* article or as part of an issue, the Supplementary Material will be published online with the article.

Files should be in final, publishable format upon submission to Cambridge journals production. Cambridge will not edit or typeset Supplementary Material, or modify audio or video files in any substantive way. Cambridge will notify the author/editorial office if a submitted file does not meet our quality and size requirements. We can by arrangement convert audio and movie files to FLV format for streaming on the understanding that this may affect the resolution.

Some Supplementary Material may not be able to be submitted through our online peer review systems, due to file size or compatibility problems. In such cases the editorial office should submit the article manuscript through the online manuscript system, following normal procedure, and send the Supplementary Material separately to the production editor, preferably by FTP (with an email notification). Supplementary Material files should be clearly identified as such.

For instance, if John Smith includes a series of Supplementary Material tables to be published with his article, the file should be labeled <<Smith\_supp.pdf>>. It is important for all involved to be able to see at a glance what the file represents.

#### *Copyright*

All Supplementary Material is subject to the same copyright requirements as primary material; this is clearly specified in the copyright form that will be sent to the author with first proofs:

"I/we hereby assign to Cambridge University Press, full copyright in all formats and media in the said contribution, including in any supplementary materials that I/we may author in support of the online version."

#### *File naming*

Files should be named in such a way that it is clear which article they belong to and what they contain

e.g.

J.Smith\_appendix\_table\_1.xls

J.Smith\_supplement-movie1.mov

These will then be renamed by Content Services according to the PII applied at logging in of the article to the Filemaker production record

## APPENDIX: Supplemental file submission requirements

#### *Audio Files*

- Preferred formats: mp3 or mp4
- Accepted formats: AAC, AIFF or WAV
- Maximum file size 15Mb

#### *Video Files*

Video files should be submitted according to the following specifications.

- Preferred formats: mpg/mpeg, mp4 or mov
- Acceptable formats: wmv or avi
- Maximum file size: 15Mb
- Minimum dimensions: 320 pixels wide by 240 pixels deep
- Verify that the videos are viewable in QuickTime or Windows Media Player

For each video, provide a citation in the appropriate place in the manuscript text and include a title and pertinent copy, preferably limited to 20 words.

This citation will appear in print as a boxed text and also specify the video file format. In the case of multiple video files, number them in the order in which they should be viewed.

If associated with a figure, please include a citation at the end of the figure caption explaining the video's function, its file format, and that it is accessible at Cambridge's CJO site: [journals.cambridge.org](http://journals.cambridge.org).

The video will be posted at the site of the appropriate journal title, volume, issue number, and article. At the article's title, the video can be accessed via a link which states "Supplemental Materials," or a more specific label such as "Movies."

Please be advised that Cambridge University Press will not edit your video file. It will be posted online exactly as supplied. If deemed unacceptable, the author will be responsible for rectifying the problem and supplying an acceptable file.

*Other acceptable file formats*

Accepted formats: pdf, doc/docx, xls/xlsx, ppt/pptx, jpeg, tiff, png, and zip

(25/01/2012)