

**NOTES TO CONTRIBUTORS/REVIEWERS OF MANUSCRIPTS FOR
UNISWA RESEARCH JOURNAL OF AGRICULTURE, SCIENCE AND TECHNOLOGY**

GENERAL

Submission of manuscript

The submission of a manuscript will be taken to indicate that it has not, and will not, without the consent of the Editor be submitted for publication elsewhere. All manuscripts should be written in English, using British English spellings (e.g., fertilise, and not fertilize; colour, and not color; fibre and not fiber; modelled, and not modeled; mechanisation and not mechanization). An exception to this spelling rule is in the References section where the exact spellings found in the cited manuscripts need to be used. Three hard copies of the manuscript, one of which should be the original copy (no floppy diskettes at this stage), should be submitted to:

The Secretary

UNISWA Research Journal of Agriculture, Science and Technology

P.O. Luyengo, Luyengo M205

Swaziland.

Manuscripts may be electronically submitted to: research@uniswa.sz

Types of manuscripts

Original research articles from empirical investigation, high quality review articles, case studies, expository essays and first-hand experiences in all fields of Agriculture, Science and Technology may be considered. Short communication or preliminary results of important research, and news items, may also be submitted.

Refereeing

Submitted manuscripts will, normally, be independently assessed by two referees. Authors bear sole responsibility for the factual accuracy of their articles.

Copyright

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MANUSCRIPT REQUIREMENTS

Preparation of the text

Manuscripts must be written in British English and should not normally **exceed 20 double-spaced pages**, including references and appendices. Book reviews, preliminary results of important research, and news items, should not normally exceed 1,000 words.

The manuscript should be prepared using a word processor (MS Word or WordPerfect) and printed with double-spacing, and margins that are 2.5 cm wide. The recommended font is Times New Roman, font size 12. Authors should use S1 units (Système International d'unités).

Punctuation in manuscripts

It is recommended that authors carefully follow ordinary rules of punctuation as found in Standard English dictionaries. A good reading material that clearly and comprehensively treats punctuation is *The Chicago manual of style* (University of Chicago Press, 1993). Use a comma before 'and' or 'or' in a series of three or more items. Examples: "2.5, 3.2, 5.1, and 4.9 kg/ha." Do not use a comma in dates when written as 2 July 2005; July 2005, but use a comma when the date is written as July 2, 2005. Commas and full stops (periods) should come before a closing quotation mark, an asterisk, or a superscript footnote number; semi colons and colons come after. Use single quotes around cultivar names the first time the names are used in the abstract or text. Place punctuation outside of the single-quote marks. Where scientific names or other nomenclature require brackets to be inserted within an existing brackets, use square brackets and write in the form, "sweetpotato [*Ipomoea batatas* (L.) Lam.] was ..." An alternative is to use commas, as in "sweetpotato, *Ipomoea batatas* (L.) Lam., was ..." Use a hyphen in a compound adjective that includes a number e.g., 20-year-old plantation, 5-cm depth, 90-cm quadrat, 5- to 10-cm level. Endeavour to spell-check your manuscript, but always double-check it because word processors may not recognise technical terms (unless a technical dictionary is used), and may not detect contextual use between words such as effect/affect, then/than, vet/wet, soil/boil, drying/frying.

STRUCTURE OF MANUSCRIPT

Authors should arrange their work in well-defined sections thus: **TITLE, AUTHOR(S), INTRODUCTION, (including literature review), MATERIALS AND METHODS, (METHODOLOGY), RESULTS AND DISCUSSION, CONCLUSIONS and RECOMMENDATIONS, LITERATURE CITED, and ACKNOWLEDGEMENT** (optional).

Please note that the main sections are all in block letters, **bold** and are flushed to the left

TITLE

The first page of the manuscript should show the title at the top of the page. The title should be capitalised, bolded and centred. It should not end with a full stop (period), except where the full stop is required to complete a scientific name or other accepted nomenclature. It should be short, concise, accurate and informative.

Author documentation

Below the title should appear the name(s) of the author(s) – initials and the last name in that order without professional titles. Below the name(s) should follow the current institutional/ mailing address, with telephone and fax numbers, and e-mail addresses (if available). The name(s) and address(es) of the author(s) should be **bold** and centred, but not capitalised except for the first letters of the proper nouns. In case of more than one author, please, clearly indicate to whom correspondence should be addressed.

ABSTRACT

The abstract (written in *italics*, with scientific names *individually underlined*) follows the paper-author documentation. The abstract should be one paragraph and no more than **300 words**. It is an abridged version of the entire paper. It should, therefore, contain an **introduction**, a **problem statement**, **objectives**, **methodology**, **major findings**, **conclusions and recommendations**, where appropriate. No references should be cited in the abstract. The abstract should be both descriptive and informative. That is some actual data from the results should be included in the abstract for completeness.

Below the abstract should be listed, at least, four **keywords** that describe the subject matter of the article for the purpose of abstracting journals. All pages of the manuscript should be serially numbered on the top right hand corner, using Arabic numerals, beginning with the first or front page.

MAIN TEXT

INTRODUCTION (including literature review)

On the second page should start the main text of the manuscript, beginning with the **INTRODUCTION (including literature review)**. The text should be structured to have major headings, sub-heading and sub-sub-headings, where possible. The use of **sub-sections** and **sub-sub-sections** are highly encouraged. Authors are expected to confine the **INTRODUCTION** and literature review section to the title and the objectives of the paper. **The inclusion of irrelevant background information is unacceptable**

Major headings should be flushed to the left, **CAPITALISED** and **bolded**. Sub-headings should also be flushed to the left and in **bold**; only the first letter of the beginning words of sub-headings should be capitalised, but the rest of the words should be in lower case, except in the case of proper nouns. The sub-sub-heading should also be flushed to the left but written in *italics* and in **bold**. Only the beginning word of the sub-sub-headings should be capitalised. The major headings expected in each article are listed above under ‘Structure of manuscripts’.

CITATION OF REFERENCES IN THE MAIN TEXT

Only the author-year notation should be used in citing references. In the text, references should consist of the surname of the author(s), followed by the year of publication in parentheses. Within the text, references for one author may be cited as Gardener (1956). For two authors, the citation may be written as Fischer and Quail (1990). Where the same author(s) have work in the same year cited in the paper, the paper should be distinguished with an “a” or “b” after the names. For example: Saka and Cross (1995a), Saka and Cross (1995b). The use of “&” in place of “and” is unacceptable.

For more than two authors, the term *et al.*, is *italicised* in the text e.g. Havlin *et al.* (2005). Please note that there is a period after the *al.*. Depending on the sentence structure, a comma may be used after the period following *et al* For example Havlin *et al.* (2005), but in “similar resulted have been reported by other authors (Havlin *et al.*, 2005)” have a comma after the period. Where possible, avoid “citing a source which was cited by another author, which you have not read.

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Paragraphs

The first line of each paragraph should not be indented, but paragraphs should be shown by skipping a line.

Tables

All tables should be double-spaced and must be inserted at the appropriate pages. Column and row grid lines should be used, from MS Word Table facility, **in all the tables**. But the grid lines will be concealed when printed. The requirement inclusion of the grid line is to avoid the shifting of data into wrong rows or columns as is sometimes the case with tables during printing, or evening downloading manuscripts from internet.

Tables must be numbered in Arabic numerals according to the table sequence (e.g. Table 1) in the text. They should be referred to, in the text. At the top of each table, there should be a self-explanatory descriptive title, not in bold, ending with a full stop.

Please avoid indiscriminate use of acronyms or abbreviations. The fact that leaf area index is abbreviated as LAI, does not mean that it should be written as “Leaf Area Index” with capital letter L, A, and I. Only the first letter of the beginning word of a table title should be capitalised; the rest should be in lower case, except in the case of proper nouns, scientific names or certain symbols. Indiscriminate use of capital letters in the body of the table should be avoided. The same data should not be presented as both tables and figures; only one is required.

There should be consistency in the use of decimal points within a table.

The combination of standard error (S.E._±), least significant difference (LSD) and Duncan multiple range test (DMRT) in the same table is unacceptable.

Figures

Figures, like tables, must be inserted at the appropriate pages. All figures should be made with ink on white paper of sufficient thickness to reproduce well, and should be included in both the hard and electronic copies as well as in the submitted diskette. Figures should be photo-ready for reproduction, thus there should be internal consistency in the use of fonts and fonts sizes in the figure. Figure titles should be at the bottom of the figure, and should end with a full stop. Only the first letter of the beginning word of a figure title should be capitalised; the rest should be in lower case, with the exception of proper nouns or scientific names. Any data recorded over time should be presented as line graphs, rather than as histograms. Include error bars, LSDs, SEDs or SEs in your figures. Avoid the use of three-dimensional figures in the paper. They are recommended for oral but not written presentation

Whenever possible, a line-drawing rather than a photograph should be used. For the purpose of labelling, photographs are regarded as figures. Photographs should be glossy and as rich in contrast as possible. Unless very necessary, colour photographs should be avoided as much as possible.

MATERIALS AND METHODS (METHODOLOGY)

The results of any experiment depend very largely on the materials and the methods (Methodology). Therefore, this section should be as detailed as possible. Please indicate the coordinates of the site where the experiment was conducted if possible. State average meteorological data for the site where applicable and also whether it is field and/or greenhouse trial. Details of experimental design, number of replications, plot sizes, methods and times of fertiliser applications, where possible, should be indicated. A brief statement of method used for, say nutrient analysis would be useful. Please avoid reporting that data were analysed by MSTAT-C statistical programme. Please note that MSTAT-C is not a person, rather say, data were analysed using MSTAT-C.

RESULTS AND DISCUSSION

Text should be followed by a table or a figure. Do not split a table or a figure between two pages, where possible. Indicate level of significance, where appropriate. For example, “there were significant ($P < 0.5$) differences between the low and the medium phosphorus levels” Use “kg/ha” and not “kg ha⁻¹” The RESULTS AND DISCUSSION section should include debate on the results and an elaboration of what is/are in the table or figure. Long quotations from other authors are not encouraged. If long quotations of about three to four lines are unavoidable, they should be indented on both on the left and on the right and written in italics.

LITERATURE CITED

All references should be listed alphabetically, by the author’s surname, at the end of the manuscript, and not given as a footnote. The last name should be followed by the initials of the authors. There should be no space between the last letter of the surname of an author and the comma following the surname. There should be one space between the initials of an author’s name. For multiple authors, after the last initial, a period follows. A comma is inserted after the period before the surname of the co-author follows. The year of publication in the Reference section should be in round brackets. There should be a full stop on each side (outside) of the round brackets. All references cited in the text must be listed in the **LITERATURE CITED** section; any reference not cited in the text should not be listed. Journal names in the Literature Cited section should be in *italics*, and spelt out in full, without abbreviations. There should be no comma or period between the Journal name and the Journal volume. In formatting the **LITERATURE CITED** section, only the first line of each reference is flushed to the left; the other lines of the same reference are indented (2.5 cm). Internet references must show the date when the article was accessed. Do not justify entries on Internet references; they should be flushed to the left, and with indentation on the left margin, where appropriate.

Manuscripts should have **at least one citation** from UNISWA Research Journal of Agriculture, Science and Technology.

EXAMPLES ILLUSTRATING DIFFERENT TYPES OF REFERENCES ARE LISTED BELOW.

Examples of how to write and punctuate REFERENCES for UNISWA Research Journal of Agriculture, Science and Technology

1. Journal article by one author:

Gardener, W. R. (1956). Calculation of capillary conductivity from pressure plate outflow data. *Proceedings of Soil Science Society of America* 2: 317-320.

2. Journal article by two authors:

Fischer, R. A., and Quail, K. J. (1990). The effect of major Norin 10 dwarfing genes on yield potential in spring wheats. *Euphytica* 46: 51-56.

3. Journal article by more than two authors:

Ossom, E. M., Pace, P. F., Rhykerd, R. L., and Rhykerd, C. L. (2001). Effect of mulch on weed infestation, soil temperature, nutrient concentration and tuber yield in *Ipomoea batatas* (L.) Lam. in Papua New Guinea. *Tropical Agriculture (Trinidad)* 78 (3): 144-151.

4. Journal articles by the same authors in the same year:

Seka, D., and Cross, H. Z. (1995a). Xenia and maternal effects on maize kernel development. *Crop Science* 35: 80-85.

Saka, D., and Cross, H. Z. (1995b). Xenia and maternal effects on maize agronomic traits at three planting densities. *Crop Science* 35: 86-90.

5. Book by one author:

Farnsworth, M. W. (1988). *Genetics*. 2nd edition. Harper and Row, Publishers, Inc., New York. University of Chicago Press. (1993). *The Chicago manual of style*. 14th edition. University of Chicago Press, Chicago.

6. Book by two authors:

Steel, R. G. D., and Torrie, J. H. (1980). *Principles and procedures of statistics: A biometrical approach*, 2nd edn. McGraw-Hill, New York.

7. Book chapter by one author:

Woolley, J. (1993). Bean cropping systems in the tropics and subtropics and their determinants. *In: Common beans research for crop improvement*. van Schoonhoven, A., and Voysest, O. (Eds.). pp. 679-706.

8. Book chapter by more than two authors:

Havlin, J. L., Beaton, J. D., Tisdale, S. L., and Nelson, W. L. (2005). Nitrogen. pp. 97-159. *In: Soil Fertility and Fertilizers*, 7th edition. Prentice Hall Upper Saddle River, New Jersey, U.S.A.

9. Chapter in a Proceedings volume

Power, J. F., and Biederbeck, V. O. (1993). Role of cover crops in integrated crop production systems. pp. 167-174. *In: W. L. Hargrove (Ed.) Cover crops for clean water. Proceedings of International Conference*, Jackson, Tennessee. 9-11 April 1991. Soil and Water Conservation Society, Ankeny, Iowa.

10. Internet article:

Sullivan, P. (2000). Intercropping principles and pruction practices - Agronomy systems guide. Appropriate technology transfer for rural areas. <http://www.attra.ncat.org/attra-pub/intercrop.html>. 6/09/03.

11. Thesis or dissertation:

Thwala, M. G. (2004). Effects of maize-legume association on crop growth, yield and weed infestation. Unpublished B.Sc. Dissertation. University of Swaziland, Luyengo Campus.

12. Annual Report:

Anonymous (2005) Annual Report for Malkerns Research Station, 2004. Malkerns Research Station, Malkerns

13. From newspaper or magazine:

Dlamini, Y. (2005). County's population is at 1.2 million. The Swazi Observer. 16 October 2005. Mbabane. p. 12

REVISED MANUSCRIPTS AND PROOFS

The **final accepted** and **updated** manuscript should be submitted by email, as an attachment. Where possible, galley proofs may be sent to the corresponding author for checking before final printing. Required corrections on proofs should be pointed out in ink of contrasting colour e.g., red ink. The proofs should be returned to the Editor within the stipulated deadline. Any **delayed return** of the proofs, or making of **extensive changes**, may result in charges to the author, or the manuscript might be regarded as a new submission.

CONTENTS OF A SAMPLE ABSTRACT

RESPONSE OF *CORCHORUS* TO TOPPING HEIGHT AND NITROGEN FERTILISER RATES

A. B. Johnson * and Q. X. Jassen

ABSTRACT

Introduction: *Corchorus olitorius*, also known as bush okra, or 'ligusha' in siSwati, is an annual herbaceous plant, whose leaves are used as vegetable. The edible leaves are an important dietary component of the Swazi diet. **Problem statement:** Despite its popularity, there has been very little attempt to domesticate it and develop package practices for its field production. **Objectives:** The objective of the experiment was to determine the response of *Corchorus olitorius* to topping height and nitrogen fertiliser levels. **Materials and Methods:** A factorial experiment consisting of five topping heights (no topping, apical bud topping at 10-, 12-, 16- and 18-node stages of growth) and two nitrogen rates (0 and 80 kg/ha N) was conducted at the Crop Production Farm during the 1999/2000 crop season. The design of the trial was a randomized complete block, and each treatment was replicated three times. Five-week old seedlings were transplanted into 35-cm plastic pots that were kept outdoors. Topping consisted of removing the apical bud from each plant at 22, 27, 43 and 57 days after transplanting (DAT) at the 10-, 12-, 16- and 8-nodal stages, respectively. Only fully expanded, tender and succulent leaves were plucked every four weeks, as is the normal practice. Data collected included

number of branches/plant, plant height, number of leaves/plant, fresh mass of harvested leaves and the number of pods/plant. **Results and Discussion:** The results showed that the number of branches increased significantly ($P < 0.05$) with delay in topping. The number of leaves/plant from the branches at the control, 10-node, 12-node, 16-node and 18-node topping heights was 980, 1237, 1021, 1018, and 941, respectively, compared to 231, 156, 101, 161 and 147 leaves/plant for the respective topping heights of control, 10-, 12-, 16- and 18-node, indicating that the plant produced about 6.5 times more leaves on the branches than from the main stem. The total number of leaves/plant at the control, 10-, 12-, 16- and 18-node topping heights were 1133.0, 1392.5, 1718.5, 1179.0 and 1088.0, respectively. The total number of leaves/plant at the 0 and 80 kg/ha N was 1103.0 and 1262.6, respectively. The largest number of leaves/plant (1566) was produced at the treatment combination of plucking leaves at the 10-nodal stage and at 80 kg/ha of nitrogen. Total leaf mass/plant (295.3 g) was obtained when the plants were topped at the 12-nodal stage and at 80 kg/ha of nitrogen. **Conclusions:** It is concluded that early topping increased the number of branches and the number of leaves/plant. Nitrogen increased both the number of leaves/plant and the number of pods/plant. **Recommendation:** It is recommended that *Corchorus olitorius* be topped at the early stages of growth so as to increase the number of branches/plant, and nitrogen fertiliser should be applied.

Keywords: Defoliation, Indigenous leafy vegetable, Leaf plucking, “Ligusha”, Topping height. Vegetable Production Institute, P.O. Box 7779, Piggs Peak, HH234, Swaziland.

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Authors should note that the bolded sub-headings of the abstract should be excluded in the actual abstract. The sub-headings are only given above for guidance regarding what the contents and sequence of information in the abstract should be.