

## INSTRUCTIONS TO AUTHORS

Papers of 4 or 6 pages must be in English (British spelling). English will be revised by a proofreader, but **authors are strongly urged to have their manuscripts reviewed linguistically prior to submittance**. Contributions should be sent electronically to: [RAEECsci@eria.ee](mailto:RAEECsci@eria.ee).

Papers are considered by referees before acceptance.

**The manuscript should strictly followed the instructions provided below. To do it the best, using the attached [example](#) as a template is highly recommended.**

### Structure

Title, Authors (first name, surname), Authors' place of work with full address (each on a separate line), Abstract (up to 250 words), Key words, Introduction, Materials and methods, Results and discussion, Conclusions, Acknowledgements, References.

### Layout, page size and font

- The file should be prepared using **Microsoft Word 97** or a later version; rtf format will be accepted, too.
- Set page size to **B5 Envelope (17.6 x 25 cm)**, all margins at 2 cm
- Use single line spacing and **justify** the text
- Use font Times New Roman, point size for the title of article **14 (Bold)**, author's names **12**, core text **11**; for Abstract, Key words, References and tables use point size 10
- Use **indent 0.8 cm (do not use tab or spaces instead)**
- Do not use page numbering
- Use *italics* for Latin biological names, mathematical variables and statistical terms (e.g., *t*-test,  $n = 193$ ,  $P > 0.05$ ). In the references use *italics* for journal or book title.
- Use single ('.....') instead of double quotation marks (".....")

### Tables

- All tables must be referred to in the text (Table 1; Tables 1, 3, Tables 2–3)
- For tables use font Times New Roman, regular, 10 points
- Form tables using Word's Table – Insert – Table
- Do not use vertical lines as dividers, only **horizontal** lines are allowed
- Primary column and row headings should start with an initial capital, secondary headings without initial capital
- Leave one empty line before and after the table and 6 points between the table and its heading

## Figures

- Use only black and white or greyscale for figures
- Use font **Arial** within the figures, and font size similar to the regular/ordinary text in the case of final figure size
- Legend below the figure can not be in the frame of the figure
- All figures must be referred to in the text (Fig. 1; Fig. 1A; Figs 1, 3; Figs 1–3)
- Leave one empty line before and after the figure and 6 points before the figure caption
- Using EXCEL for creating figures, make sure that thickness of the axes lines is not set for the thinnest

## Equations

- Use Microsoft Equation for equation design
- Centre the equation and align right the equation number in parenthesis
- Use space 6 points before and after the equation

## References

- **Within the text**

In case of **two** authors, use **&**. In case of more than two authors, provide first author ‘et al.’

Smith & Jones (1996); (Smith & Jones, 1996)

Brown et al. (1997); (Brown et al., 1997)

Adams (1998); (Adams, 1998)

When referring to more than one publication, arrange them using the following keys: 1. year of publication (ascending), 2. alphabetical order for the same year of publication:  
(Smith & Jones, 1996; Brown et al., 1997; Adams, 1998; Smith, 1998)

- **For whole books**

Name(s) and initials of the author(s). Year of publication. *Title of the book (in italics)*. Publisher, place of publication, number of pages.

Tritton, D. Y. 1988. *Physical Fluid Dynamics*. Clarendon Press, Oxford, 350 pp.

Shiyatov, S. G. 1986. *Dendrochronology of the Upper Timberline in the Urals*. Nauka, Moskva, 350 pp. (in Russian).

- **For articles in a journal**

Name(s) and initials of the author(s). Year of publication Title of the article. *Abbreviated journal title (in italic)* **volume (in bold)**, page numbers.

Titles of papers published in languages other than English, German, French, Italian, Spanish, and Portuguese should be replaced by an English translation, with an explanatory note at the end, e.g., (in Russian, English abstr.).

- Karube, I. & Tamiyra, M. Y. 1987. Biosensors for environmental control. *Pure Appl. Chem.* **59**, 545–554.
- Frey, R. 1958. Zur Kenntnis der Diptera brachycera p.p. der Kapverdischen Inseln. *Commentat.Biol.* **18**(4), 1–61.
- Danielyan, S.G. & Nabaldiyan, K.M. 1971. The causal agents of meloids in bees. *Veterinariya* **8**, 64–65 (in Russian).

- **For articles in collections:**

Name(s) and initials of the author(s). Year of publication. Title of the article. Name(s) and initials of the editor(s) (preceded by In): *Title of the collection (in italics)*, publisher, place of publication, page numbers:

Yurtsev, B.A., Tolmachev, A.I. & Rebristaya, O.V. 1978. The floristic delimitation and subdivisions of the Arctic. In Yurtsev, B. A. (ed.): *The Arctic Floristic Region*. Nauka, Leningrad, pp. 9–104 (in Russian).

- **For conference proceedings:**

Name(s) and initials of the author(s). Year of publication. Name(s) and initials of the editor(s) (preceded by In): *Proceedings name (in italics)*, publisher, place of publishing, page numbers:

Ritchie, M.E. & Olf, H. 1999. Herbivore diversity and plant dynamics: compensatory and additive effects. In Olf, H., Brown, V.K. & Drent R.H. (eds): *Herbivores between plants and predators. The 38<sup>th</sup> Symposium of the British Ecological Society*, Blackwell Science, Oxford, UK, pp. 175–204.

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**Please note**

- Use ‘.’ ( not ‘;’) for decimal point: 0.6 ± 0.2
- Use a ‘comma’ for thousands - 1,230.4 (one thousand two hundred and thirty and four tenths)
- Use ‘-’ (not ‘-’) and without space: pp. 27–36, 1998–2000, 4–6 min, 3–5 kg
- With spaces: 5 h, 5 kg, 5 m, 5 °C, C : D = 0.6 ± 0.2
- Without space: 55°, 5% (not 55 °, 5 %)
- Use ‘kg ha<sup>-1</sup>’ (not ‘kg/ha’)
- Use degree sign ‘ ° ’ : 5 °C (not 5 °C)

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The [example](#) is designed as a template with appropriate styles and formats. Using it makes paper writing as well as its further editing easier .