



Joint SAC/SEPA Biennial Conference

Agriculture and the Environment VIII Climate, Water & Soil: Science, Policy & Practice

31 March-1 April 2010
Edinburgh

INSTRUCTIONS TO AUTHORS FOR PUBLICATION OF PROCEEDINGS

Closing date for receipt of **final electronic** version plus hard copy by Conference Administrator is **MONDAY, 30 NOVEMBER 2009**.

All papers must be written in English with a summary of not more than **150 words**.

Presentations at the Conference are either Platform Presentations (generally referred to as “Paper Presentations”), or Poster Presentations. Both carry equal weighting in the Published Proceedings.

Offered Papers and Posters are limited to 6 pages, including tables, illustrations and references. Invited, “Keynote Papers” must not exceed **8 pages**. **Final papers must always be presented as even numbers of pages, i.e. 4, 6, 8, etc.**

Conference Proceedings will be available to participants on the day of the Conference. Papers should be sent to Karen Crighton, Conference Administrator, **as a Word File** no later than **30 November 2009**. This can be e.mailed or sent on CD or pen drive. Please also provide one copy of a **printed version** by post.

Karen Crighton

SAC/SEPA Conference Administrator

SAC Environmental, J F Niven Building, Auchincruive, Ayr KA6 5HW

E.mail: Karen.Crighton@sac.co.uk Tel: 01292 525282

It is essential that you follow the style shown on the following pages. The Specimen Pages can be downloaded from the website: www.sac.ac.uk/sacsepaconf, and be used as a template.

in association with:



PART A: INSTRUCTIONS TO AUTHORS

1. TYPING

Papers must be typed using a standard word processing package, with Microsoft Word being the preferred package. These Instructions and the Specimen Pages that follow can be downloaded from the Conference website (www.sac.ac.uk/sacsepaconf), or can be provided on CD by the Conference Administrator.

The **paper size** is A4, with margins set at:

Top:	28 mm
Bottom:	28 mm
Left:	24 mm
Right:	24 mm

Once final, minor editorial changes have been made by the Proceedings Compiler, the Printers will work directly from electronic versions of the manuscripts, after these have been converted to .pdf files.

Please ensure that you provide a printed copy, so that the Conference Administrator can check that no “glitches” have occurred in conversion.

Please note that the Proceedings are printed in A5, reduced from the A4 originals. It is imperative that all text should be typed in **Times New Roman font, 12 point size**, single spaced and **fully justified**. This font size should **also** be used in all Figures and Tables. **Remember to ensure that this includes legends and the numbers/wording on axes**. Line thickness in Figures should be a minimum of 1½ point (0.5 mm).

If in doubt, use an appropriate photocopier to reduce the size of your Manuscript by half, and consider whether or not everything is legible! Remember that the Proceedings are printed in Black and White, so avoid subtle shades of grey or colours in Figures. They will not show up!

2. LAYOUT

Follow exactly the format shown in the Specimen Pages.

PARAGRAPH SPACING, etc.: There should be a **two** line spacing before **MAIN HEADINGS** with a **one** line space between paragraphs, above and below authors' names and addresses, sub-headings, figures and tables. Text must **not** be indented at the start of a new paragraph.

TITLE: Type the title in **UPPER CASE, bold, fully justified**. Do **not** end title with a full stop.

AUTHORS: Leave one line between the title and names of the authors. Use capitals for initials and the first letter of authors' names, otherwise use lower case. Do **not** use full stops. If Authors are from more than one Organisation, use superscript numbers to identify locations, as shown in the Specimen Pages.

ADDRESSES: On the next line, type the Author(s) address in *italics*. Use upper and lower case. One e-mail address may be added for the first or principal author. **Ideally, an address should occupy no more than one line of text**. If authors have different addresses, type the address of the next author one line below the address of the first, using superscripts as shown in the Specimen Pages.

SUMMARY: Leave two lines between the last author's address and the summary.

HEADINGS: 1st order headings: in **UPPER CASE, BOLD**, flush left. The following are those most likely to be required: **INTRODUCTION, MATERIALS AND METHODS, DISCUSSION, ACKNOWLEDGEMENTS, REFERENCES.**

2nd order headings: **lower case, bold** with initial capitals, one line above and below. Flush left.

3rd order headings: lower case with initial capitals, flush left, one line above. Text to be continued on next line. (Avoid tertiary order headings if at all possible.)

TABLES: Tables must be clearly set out and as concise as possible. They must be kept within the margins and centred. Apart from a horizontal line at the top and bottom of the titles and the bottom of the table, lines should be kept to a minimum. Leave one line above and below each table.

Please try to design your Tables so that they fit onto a page in normal, “Portrait” format, rather than “Landscape”.

Tables should be numbered and titled **above** the Table as follows.

Table 2: Baseline NH₃-N, N₂O-N (direct) and CH₄ emissions and energy use for model farm types on a clay loam in a medium rainfall environment

	Farm type	NH ₃ -N kg/ha	N ₂ O-N kg/ha	CH ₄ kg/ha	Energy use t CO ₂ /ha
1	Arable	1.3	2.1	<1	1.3
2	Arable+manure	9.0	2.5	9	-
3	Poultry	72	4.0	3	3.4
4	Indoor pigs	55	2.8	64	3.4
6	Dairy	42	3.3	198	3.6
7	Beef	16	2.2	105	0.3

ILLUSTRATIONS: Where appropriate, line drawings, graphs and histograms should be imported into the MS Word document using the relevant software. If possible, please check that your Final Version can be converted to a .pdf file without any faults occurring. (Note, however, that the file must be provided to the Conference Administrator as a Word File (.doc), so that minor editorial changes, and additions of page numbers can be made.) Ensure that all illustrations are kept within the margins.

Times New Roman font must be used in all Figures and Tables, and the size, **after any scaling** to fit during insertion into your Word document, should be **12 point**, so that all text is legible after final reduction. Line thickness should be a minimum of 1½ point (0.5 mm), **after scaling**, to allow for further reduction. Do **not** use bold for axis titles or numbers etc. In the example below, the font size in the original Excel file was 20 point, but after scaling to fit within the Word Document, it is 12 point, as required.

IMPORTANT: DO NOT USE COLOUR IN YOUR FIGURES: Please note that reproduction is in black and white, so ensure that cross hatchings or well defined shading tints are used to differentiate different components. Do not use different colours, which may result in grey tones which do not show sufficient differences.

Figures must be clearly set out and as concise as possible. They must be kept within the margins and centred. Leave one line above and below each Figure. Figures should be numbered and titled as follows, with the title **below** the Figure, and followed immediately by any caption:

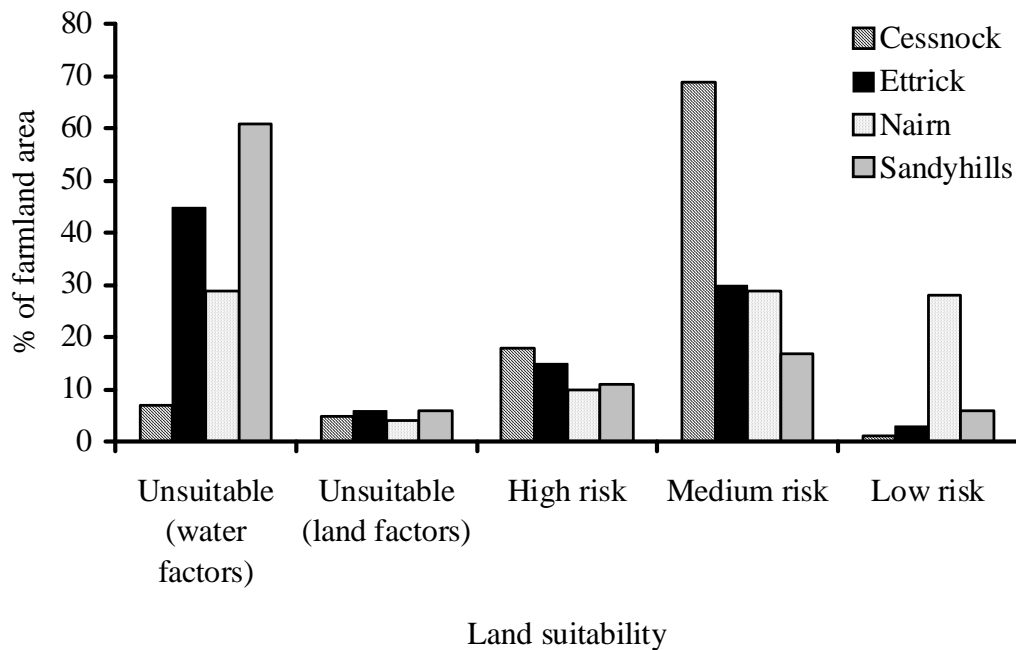


Figure 1: Suitability of land for manure application within each catchment as % of farmland area

The reproduction method is not ideal for photographs, **so these should be avoided.**

REFERENCES:

In the Text: Give names of author(s) and year of publication in brackets, e.g. (Smith and Jones, 1997) with an additional letter a, b, c, etc. when more than one paper by the same author(s) in one year is included. If more than two authors, give name of first author followed by *et al.*.

Reference List: Examples for the style of references to be used are given below in the Specimen Pages. Punctuation has been kept to a minimum, with no use of bolds for volumes, or italics for Book or Journal titles. References should be listed alphabetically, with one line in between references. Within the references for a particular author, those with the author alone should precede those with two authors and these should precede lists with more than two. Within each of these groups, the references should be listed chronologically. **All journal titles should be written out in full.** This section must be fully justified. Examples are given in the Specimen Pages.

Use the following Specimen Pages as a guide

BENEFITS AND ‘POLLUTION SWAPPING’: CROSS-CUTTING ISSUES FOR DIFFUSE POLLUTION MITIGATION

1 line

DR Chadwick¹, BJ Chambers², R Crabtree³, S Anthony⁴ and D Harris⁴

¹*IGER North Wyke, Okehampton, Devon, EX20 2SB, UK, E-mail: david.chadwick@bbsrc.ac.uk;* ²*ADAS Gleadthorpe, Meden Vale, Mansfield, Notts, NG20 9P, UK;* ³*CJC Consulting, 34 Southmoor Road, Oxford, OX2 6RF, UK;* ⁴*ADAS Wolverhampton, Wergs Road, Wolverhampton, WV6 8TQ, UK*

2 lines

SUMMARY

1 line

A short summary in English, not exceeding 150 words in length. Draw attention to the salient points including results. The summary should be intelligible without reference to the paper itself. Please justify all paragraphs in all sections.

2 lines

INTRODUCTION (1st order heading)

1 line

The aim of the investigation should be given and also a brief statement of previous relevant work with references.

2 lines

MATERIALS AND METHODS

1 line

These should be clearly stated in sufficient detail to permit the work to be repeated if desired. Only new techniques need to be described in detail, but known methods should have adequate references.

1 line

Model Farm Descriptions (2nd order heading)

1 line

Descriptions of the typical model farms

2 lines

RESULTS

1 line

These should be presented concisely using small tables, graphs or illustrations for clarity. Adequate indications of the level of experimental error and the statistical significance of results should be given.

1 line

Table 2: Baseline NH₃-N, N₂O-N (direct) and CH₄ emissions and energy use for model farm types on a clay loam in a medium rainfall environment

1 line

Farm type	NH ₃ -N kg/ha	N ₂ O-N kg/ha	CH ₄ kg/ha	Energy use t CO ₂ /ha
1 Arable	1.3	2.1	<1	1.3
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4 Indoor pigs	55	2.8	64	3.4
6 Dairy	42	3.3	198	3.6
7 Beef	16	2.2	105	0.3

1 line

The model beef farm was estimated

2 lines

DISCUSSION

1 line

In general, the discussion and interpretation of results should follow the presentation of results, in a separate section.

2 lines

ACKNOWLEDGEMENTS

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We acknowledge the support.....

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REFERENCES

1 line

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1 line

British Survey of Fertiliser Practice (2003). Fertiliser Use on Farm Crops for Crop Year 2003. Defra/SEERAD. ISBN 1 86190 128.

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