

# Guidelines for authors

November 2021



## **What is Scottish Forestry?**

*Scottish Forestry* is the journal of the Royal Scottish Forestry Society, and the only forestry publication in Scotland to include scientific articles. It has existed under different titles for almost 175 years, and with its modern form and current name for 75 years.

As well as disseminating results of forestry management and forest science, the journal fosters understanding of and passion for woodland, forestry and trees, particularly in Scotland but also beyond. Powerfully argued, well-written, thought-provoking articles help increase understanding of the serious issues that confront our forests and their potential to help address environmental, social and economic challenges.

## **Readership**

The readership of the journal is the members of the RSFS, who receive a copy of each edition. To join, visit <https://www.rsfs.org.uk/index.php/become-a-member>. The journal is also taken by specialist international libraries and is also sent to the six legal deposit libraries, part of the UK legal deposit system, which are The British Library, London; National Library of Scotland, Edinburgh; Bodleian Library, Oxford; Cambridge University Library; Trinity College, Dublin; and the National Library of Wales, Aberystwyth.

The readership is uniquely eclectic, including forestry professionals and companies, conservationists and ecologists, academics and scientists, government agencies, private sector forestry companies, conservation charities, students, researchers, owners of woodlands large and small, and individuals who simply love woodland, trees and their associated wildlife and wish to continue learning about all aspects of forests. In this way the journal provides a unique service in facilitating the sharing of knowledge, experience and ideas across the diverse community of people who have a stake, responsibility and interest in Scotland's forests and their future.

## **Who writes for *Scottish Forestry*?**

You do, we hope. We welcome your ideas and creativity – please contact the Editor for an initial discussion. We accept contributions from different walks of life, including lay-people and non-members, not just academics, scientists, forestry professionals and members of the RSFS.

## **What can I write about?**

As an applied subject, forestry builds on knowledge from a wide range of disciplines and subjects, and topics in recent editions have included: alternative conifer species and resilience, management and silviculture, woodland creation, tree protection and deer, agroforestry, wood quality, native woodlands and natural regeneration, animal habitats and habitat management, climate change, woodland history, historical/archival subjects, foresters themselves, biodiversity, conservation, ecology, economics, social aspects, genetics, policy, soils, surveying, community/urban forests, rewilding, and more. The emphasis is on a Scottish context and relevance but if you want to write about forestry in another country, don't let the national focus stop you. Share your thoughts with the Editor. If you are unsure if your topic is a good fit, the Editor welcomes new ideas and is happy to explore possibilities with you.

## **Types of article**

Articles published in *Scottish Forestry* include research and review papers, reports, technical papers, case histories, book reviews, letters and discussion or opinion pieces.

## **Peer reviewed articles**

Peer review is available for longer research, review and technical papers – *see the separate guidance for these*. Preference is given to original, substantiated research, and relevant, topical issues. We encourage discussion of potential contributions with authors prior to submission. In general, articles should not have been published elsewhere, or should be significantly amended if so: brought up to date, significant additions made or shortened; in these cases discuss details with the Editor.

## **Acceptance of articles**

The final decision on whether an article is accepted for publication rests with the Editor, who may call on the assistance of the journal's Editorial Group in reaching this decision.

## **Copyright and publication elsewhere**

Apart from news items, in general no article or paper should be submitted while offered for prior or simultaneous publication in another journal. Worldwide copyright for text and artwork is retained by the Royal Scottish Forestry Society (RSFS), but commentary, discussions or opinions do not necessarily reflect those of the Society. The author of any article published by RSFS is the first owner of its copyright in accordance with requirements of the Copyright, Designs and Patents Act 1988.

## **Length of articles**

Most reports and articles should be 1,000–3,000 words, although research and review papers may be longer than this. The maximum for any research paper is 7,000 words (including references, captions, tables etc). As a rough guide one page will take 700 words and one illustration. The maximum length of any contribution is 10 pages. Shorter opinion pieces may be most suitable as letters if up to 600 words in length (although shorter letters are strongly preferred).

## **Use of images**

We ask you to provide at least one good quality image (photo, chart, illustration, etc) per two-page spread (700-1400) words of text. Images should usually be sent as jpps, PDFs, PNGs, TIFFs, EPS or another suitable file format. To be of publication quality, they should be at least 2MB (though PDFs and EPS can work at smaller sizes than this). Photos you'd like to be considered as possible cover photos for an edition of the journal should be at least 6MB. You must name the photographer / copyright holder of each submitted image, and you must provide an informative caption for each.

## **Will it be in colour?**

*Scottish Forestry* is produced in full colour. We encourage, where appropriate, the use of colour in images, tables, graphs and photographs throughout the text.

## **How do I send you my article and images?**

Articles must be sent by email as Word documents, except in exceptional cases. Large files can be sent within a zip folder if necessary, or you may use a free file transfer service such as <https://www.wetransfer.com>.

The simpler the article format sent by the author the better, as the publishing process requires a Word document cleared of most formatting. So a relatively unformatted, simple Word document on a normal A4 page is best. Do include headings and subheadings, and they will be converted to the house style.

## Who does the proofreading?

All copy is proofread in house, but we also ask you to proofread diligently before submitting your work. *Please carefully consult and adhere to the journal's style guide.* This reduces the risk of deadlines being missed and your article having to be held over for a later edition. If the Editor finds your submitted draft has a large number of deviations from the style guide that are time-consuming to correct individually, it may be returned for you to carry out the corrections before resubmitting.

You will receive an electronic proof of your article or paper for checking before publication. We want to get things right and to make sure you are happy with the finished product.

## What about sponsorship and acknowledgements?

If you wish to publish an article containing the results of sponsored research then please give prior advice to your sponsors that your intention is to publish the research. As an author you should acknowledge your sponsors as appropriate. In some cases sponsoring bodies may wish to endorse an article prior to its publication.

You are welcome to acknowledge those who have helped you during the preparation of your article, e.g. those who read and commented on earlier drafts.

## Citations and references

Please consult the journal style guide and take care to format citations and references as stipulated. Any sources you cite should be relevant and provide a fair and balanced overview of the current state of research or scholarly work on the topic. Within reason, this applies also to opinion pieces where they use citations.

You are asked to be diligent in ensuring that every citation in the text corresponds to a source included in your References list at the end – and vice versa. On completion, remove any formatting that links citations and references, as this causes problems with the journal's page design software.

You may also include a bibliography which lists texts you have not referred to directly in your work but which have had an influence on your ideas. You are also asked to be extremely careful in checking the accuracy of your references, for example ensuring details such as publication year, title, authors, etc are all correct.

*For peer reviewed articles, see the additional guidelines for authors of peer reviewed articles.*

## Copies of articles for authors

All authors will receive a pdf copy of their article for further dissemination as they wish. You should advise us if you wish to receive a personal copy of the edition that carries your article. Like many other charities trying to keep on top of costs, we no longer send multiple copies to authors.

## Production schedule

We are strict about deadlines, which are set out on the Society website, [www.rsfs.org.uk](http://www.rsfs.org.uk).

Text and photo deadlines and dispatch dates for 2022:

Edition	Content deadline	Dispatch of journal
Spring 2022	Fri 4 Feb	w/c 4 April
Summer 2022	Fri 10 June	w/c 8 Aug
Autumn/Winter 2022	Fri 7 Oct	w/c 5 Dec

Deadlines are earlier for first drafts of peer-reviewed articles – please discuss with the Editor.

We very much look forward to receiving your work.

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