CEREAL FOODS WORLD®

A PUBLICATION OF AACC INTERNATIONAL

AUTHOR INSTRUCTIONS

Editorial Policy

Articles must be noncommercial and non-promotional. Suitable subject areas include food chemistry, nutrition, processing, regulatory, product development and applications, quality assurance, analytical procedures, food safety, and other technical areas. All materials are subject to critical review for scientific and/or technical merit, as well as to staff review for style, format, and reader interest.

Cereal Foods World publishes the following categories of articles: features, issues and trends, technical reviews, technical reports, and spotlights. Articles are published free of charge.

The specific requirements for each type of article are described below. The Submission and Format Guidelines apply to all articles.

Article Specifications by Type

When writing articles for *Cereal Foods World*, keep in mind that you are writing for a broad audience and that many in this audience may have a limited knowledge of your subject area. Make sure your article is readable and well organized.

CFW includes a wide range of article types, from in-depth scientific to applied technical content, as well as trends, controversies, and professional perspectives. For this reason, writing style and tone is specific to the article type. Consider the guidelines specific to the article type you are submitting. For additional guidance on specific article types, refer to the [Definitions of *CFW* Article Types](#).

Note: Do not use headings such as "Introduction" or "Discussion." The beginning should be introductory in nature but not headed as such. You may include headings suggestive of the content that follows, but the editors reserve the right to alter these or include others in the galley proof you will receive for your approval.

Feature

Feature articles are reports on or discussions of a particular technical topic or area of immediate or continuing interest to readers. They may (but need not) contain original data or illustrations. Write in familiar terms and avoid jargon. However, do not be so general or simplistic that you do not give readers new and useful information on a subject. Use concrete examples to illustrate general statements.

Word Count: 1,800–4,500

Perspective (in-depth)

In-depth Perspective articles are similar in style and content to Feature articles, but contain more opinion. Arguments must be coherent and substantiated with evidence and citations. Perspective articles may, but need not, contain original data or illustrations and are subject to outside and/or staff review prior to acceptance, whether contributed or invited. Write in familiar terms and avoid jargon. However, do not be so general or simplistic that you do not give readers new and useful information on a subject. Use concrete examples to illustrate general statements.

Word Count: 1,800–4,500

Technical Review

A Technical Review is similar to a Feature article, but it is intended to cover the available literature more thoroughly and to deal with its subject in greater depth. References to published literature are expected to be more numerous, and the article should represent a balanced view of the subject area.

Note: Technical reviews must contain a brief, one paragraph abstract (maximum 200 words).

Word Count: 1,800–4,500

Research Article

Research articles follow the format for publication of original research in scientific publications. These articles include in-depth coverage of research results and technical analysis with documentation and supporting illustrations (tables and/or figures).

Note: Research articles must contain a brief, one paragraph abstract (maximum 200 words).

Word Count: 4,500–7,500

White Paper

White Papers are AACCI-commissioned papers on highly important issues. They are chartered by the Board of Directors in collaboration with the Editorial Board and assigned to a committee. Article format, approach, and planning parameters are specific to a project. These articles can be technical or applied. Article scope and structure will be defined in the project charter.

Word Count: 1,800–4,500

Perspective (brief)

Brief Perspectives are similar to in-depth Perspectives but are more narrow and brief. They complement an issue's Feature articles.

Word Count: 750–1,000

Application

Applications are brief articles that focus on an application of science or technology. Pictures and graphics may be included to illustrate the application.

Word Count: 750–1,000

Controversy/Point-Counterpoint

Controversy/Point-Counterpoints are brief articles that summarize two sides of a controversy and can be written by two authors or one who addresses both viewpoints.

Word Count: 750–1,000

Hot Topic/Trend

Hot Topic/Trends are brief articles that cover a hot topic or trend. They can cover consumer or scientific technical topics or trends.

Word Count: 750–1,000

Institutional Profile

Institutional Profiles offer an opportunity for institutions and AACCI Corporate Members to publish short articles that highlight innovative ways in which their organizations are developing new approaches to meet current and future challenges. Articles can include up to four or five related images. Click here to view a sample article.

Note: New product introductions and press releases will not be accepted for these articles.

Word Count: 1,000–1,300

Member Spotlight

Member Spotlights are published in a Q&A format. They are submitted by members who are invited to contribute. The Q&A is tied to the theme of the issue, and members are selected to provide "real life" examples of work in the area.

Word Count: 750–1,000

Format Guidelines

Pages should be in the following order: title page, abstract, text, references, figures and captions, tables, and author biosketch(es) and author photo(s) (for Feature and Perspective articles only).

Manuscript Length

Follow the minimum and maximum word counts by article type as defined above.

Title Page

The title must describe the content accurately and concisely. The title page should include the authors' names, affiliations, business locations, telephone and fax numbers, and e-mail addresses. Please indicate to whom the correspondence and galley proofs should be sent.

Abstract

The abstract preceding the text should summarize major findings and conclusions. In it, do not discuss or cite previous work on the subject or use such statements as "Results are discussed." Abstracts should contain a maximum of 200 words and be limited to one paragraph. Although abstracts are not published in Feature and Perspective articles, please provide a brief, one paragraph abstract (maximum 200 words) that can be used for indexing purposes.

Text

Avoid specialized jargon and excessive abbreviations for units of measurement (SI units are preferred). Acronyms and coined abbreviations may be used, but each term must be spelled out completely and its abbreviation placed in parentheses after the first use. Common product names should be used whenever possible. Trade names may be used when necessary and should be capitalized; trademark symbols should not be used and will be removed.

Principal references for editing *Cereal Foods World* articles include *The ACS Style Guide*, *The Chicago Manual of Style*, and *Merriam Webster's Collegiate Dictionary*.

Tables

Prepare tables in a table format with one data field per cell or as text with data fields separated by tabs (not spaces). Keep tables simple and easy to read and combine similar data under one heading. A table should contain enough information to be intelligible without reference to the text and should not duplicate information provided in the text.

Use superscript letters (lowercase a, b, c, etc.) for footnotes to tables. If the material is taken from another source, include a "data from" credit line with the reference number, e.g., "Data from *Statistical Abstract of the United States* (4)," as a footnote to the table. Number each table with a Roman numeral and provide a title. Capitalize only the first word of the title and any proper nouns. Cite tables consecutively in text.

Figures

Follow the specifications described in the Submission Guidelines section when submitting image files. Make sure lettering is legible and proportional to the figure and that it will remain legible after the figure is sized to a width of one column (3-1/4 in. or 83 mm) or two columns (7 in. or 178 mm). List all captions after the Reference list, and number the captions to correspond with the illustrations. Each figure and its caption should contain enough information to be intelligible without reference to the text and should not duplicate information provided in the text. Cite figures consecutively in text.

Note: If a table or figure is taken from another source, you MUST obtain permission to reprint the figure from the publisher and include a "reproduced with permission" credit line with the reference number, e.g., "Reproduced with permission from Mackowiack (1)." Written permission to reproduce materials from other sources must be supplied by the author(s) and/or publisher(s) for any such materials prior to publication. A standard permission form is provided at the end of this document.

Graphic Images

Authors of Feature and Perspective articles are encouraged to submit images relating to the subject matter for use as graphic elements. For more information on image specifications, see the Figures subsection in the Format Guidelines section.

Author Biosketch and Photo

For Feature and Perspective articles, please submit a photograph and short biosketch (approximately 100–150 words each) for each author. Traditional photos or electronic images (no smaller than 2 in. by 2 in. [50.8 mm by 50.8 mm] at 300 dpi) may be submitted.

Note: To be published, photos must be provided for all authors. If photos are not available for all authors, only the author biosketches will be published.

References

List references on a separate page in alphabetic order by first authors' surnames. When citing multiple works by the same first author, list works by one author before those by multiple authors. List works by the same author(s) by earliest publication.

Note: All references must contain complete publication information (see examples listed below).

In text cite all references to the literature using the reference list number, and place the reference number in parentheses in the sentence. For example, "Smith (6) states that…." Do not cite references in text by author name and year of publication. All references included in the list must be cited in the text.

Note: Endnote or footnote formatting features should NOT be used to create the reference list and cite the numbers in text.

Abbreviate names of periodical publications using abbreviations provided in the *Chemical Abstracts Service Source Index* or *BIOSIS List of Serials*. Basic examples are provided below.

Periodical Article
Mackowiack, P. A. The normal microbial flora. N. Engl. J. Med. 307:83, 1982.

Book
Shannon, I. L. *Brand Name Guide to Sugar*. Nelson Hall, Chicago, IL, 1977.

Compilation

Wrigley, C. W. Wheat: A unique grain for the world. Page 1 in: *Wheat Chemistry and Technology*, 4th ed. K. Khan and P. R. Shewry, eds. AACC International, St. Paul, MN, 2009.

Bulletin or Booklet

Girard, K., and Tripp, L. Cranberries and their use in baked goods. AIB Tech. Bull. 22(12), 2000.

AACC International Approved Methods

AACC International. Method 08-01.01, Ash—Basic Method; Method 32-06.01, Total Dietary Fiber—Rapid Gravimetric Method. *Approved Methods of Analysis*, 11th ed. Published online at http://methods.aaccnet.org. AACC International, St. Paul, MN.

   Note: As shown, use one reference for multiple methods; do not use individual references for each method cited.

Electronic Publication (with DOI number)

Åkesson, A., Andersen, L. F., Kristjánsdóttir, Á. G., Roos, E., Trolle, E., Voutilainen, E., and Wirfält, E. Health effects associated with foods characteristic of the Nordic diet: A systematic literature review. Food Nutr. Res. DOI: 10.3402/fnr.v57i0.2279. 2013.

Electronic Publication (without DOI number)

U.S. Department of Agriculture. Nutrient Database for Standard Reference, release 13. Published online at www.nal.usda.gov/fnic/foodcomp/Data/index.html. Nutrient Data Laboratory Research Service, Riverdale, MD, 2001.

Submission Guidelines

Submission for Review

   Submit an electronic copy of the entire article (including title page, abstract, text, tables, and figures) by e-mail attachment to Jordana Anker (cfw@scisoc.org). Please identify the corresponding author or person who will handle correspondence pertaining to the article and provide their contact information (e-mail, telephone, and fax).

   If there is a problem with the electronic submission, we will request that you submit a hard copy of the entire article and a copy of the electronic file(s) on a CD or USB drive to: Editorial Office, Cereal Foods World, 3340 Pilot Knob Road, St. Paul, MN 55121, U.S.A.

   Note: An abstract must be included with every article for indexing purposes.

Submission for Publication

   If the article is accepted, send electronic file(s) containing the final version of the manuscript, tables, and figures to Jordana Anker (cfw@scisoc.org).

Text Files

   Text files must be saved as Microsoft Word documents (preferred) or in Rich Text format (.rtf). Articles that cannot be saved in one of these formats can be submitted in ASCII (Text Only or Text Only with Linebreaks) format.

Graphic Image Files

   To preserve image quality, graphic images must be saved as separate files in tif, eps, or jpg format. **(Note, graphic images embedded in text files may be compressed and resolution lost.)** Graphs and graphic images may be submitted as Excel or PowerPoint files if either is the format in which they were originally created. (Do not submit jpg files created from PowerPoint files and do not embed jpg, tif, or eps files in PowerPoint files.)

Image resolution at the final published image size must be at least:

Line art (graphs and graphic images): 600 dpi (dots per inch)
Photographs (grayscale or color): 300 dpi
Combination art (contains both photographic and text/line-art elements): 600 dpi

If the final published image size is unknown, size the image at a larger than final publication size (approximately 5 in. or 125 mm wide), maintaining the appropriate resolution, and staff will downsize the image to fit the final published dimensions. (For more information on images, see the Figures subsection in the Format Guidelines section.)

Editorial Procedure for Submissions

The corresponding author will be notified when an article has been received. When the review process is complete, the corresponding author will be notified of the acceptance, rejection, or recommended revision of the article. If the reviewers recommend substantial changes, the Editor-in-Chief will communicate the reviewers' comments and recommendations for author revisions. Authors are responsible for submitting well-written, technically accurate manuscripts that conform to the format guidelines specified above. *CFW* will not rewrite or edit any manuscripts, but will copyedit for grammar, spelling, and typos.

If an article is accepted, it will be formatted and edited to match AACC International style guidelines. A galley proof of the edited article will be sent to the author for review before it is published. At this time, the author will also receive copyright transfer and PDF/reprint order forms, which must be signed and returned to the Managing Editor prior to the article's publication.

Information Resources

For questions concerning suitability of materials for publication or submission of articles, please contact Managing Editor Jordana Anker (cfw@scisoc.org).

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