

INSTRUCTIONS FOR THE PREPARATION OF SHORT PAPERS

The short papers should not exceed 5 pages and are due by **August 20, 2007**. Please send the papers electronically to m.qadir@cgiar.org

Page size

Select A4 size paper and leave 3 cm margins on all sides.

Font and spacing

Use Times New Roman 12 point size and single line spacing for the text; Latin names of species and genera in botany and zoology should all be in italics. Never underline any text. Use 10 points or 11 points font for tables, figure captions and references.

Organization of the paper

Title

Type the title of the paper in lower case (no caps except for proper names); Bold Times New Roman 16 point size

Title, author and affiliation

Provide each author's affiliation, city, and country. Provide the first author's e-mail address.

A.B. Author¹, C.B. Author² and D.E. Author³

¹Affiliation, City, Country, first author's e-mail address.

²Affiliation, City, Country

³Affiliation, City, Country

Abstract: The abstract should not exceed 200 words, should cover the scope and content of the paper, with an indication of the summary/conclusions where appropriate.

Key words: 3-6

Introduction

Material and Methods: Materials studied, area descriptions, methods, techniques

Results and Discussion

Conclusions

Acknowledgements and any additional information concerning research grants, etc.

References

Use the official SI notations throughout the paper.

Tables

Place tables close to the first reference to them in the text and number them consecutively. Indicate units in the line immediately below the heading. Explanations, if any, should be given in footnotes of the table, not within the table. Align all headings to the left on the column. Type the caption above the table to the same width as the table. Leave two lines of space between the tables caption and the text of the paper.

Figures

Place figures close to the first reference to them in the text and number them consecutively. Place the caption below the figure. Type as follows: 'Figure 1. Caption.' Leave two lines of space between the figure caption and the text of the paper.

References

In the text, place the authors' last names (without initials) and the date of publication in parentheses. If a reference is made in the text to a publication written by more than two authors the name of the first author should be used followed by "et al.". This indication, however, should never be used in the list of references. In this list, names of all authors should be mentioned.

All publications cited in the text should be presented in a list of references following the text of the paper. The paper should be carefully checked to ensure that the spelling of author's names and dates are exactly the same in the text as in the reference list.

The references should be typed in 10 pt or 11 pt and second and further lines should be indented 0.5 cm.

References cited together in the text should be arranged chronologically. The list of references should be arranged alphabetically on authors' names, and chronologically per author. If an author's name in the list is also mentioned with co-authors the following order should be used: publications of the single author, arranged according to publication dates – publications of the same author with one co-author – publications of the author with more than one co-author. Publications by the same author(s) in the same year should be listed as 1993a, 1993b, etc.

Use the following system for arranging the references:

For journal articles

Oron G, Campos C, Gillerman L, Salgot M. 1999. Wastewater treatment, renovation and reuse for agricultural irrigation in small communities. *Agricultural Water Management* 38: 223–34.

For articles in proceedings of symposia, conferences, and workshops

Abdelgawad A, Arslan A, Awad F, Kadouri F. 2004. Deep plowing management practice for increasing yield and water use efficiency of vetch, cotton, wheat and intensified corn using saline and non-saline irrigation water. p. 67-78. In: *Proceedings of the 55th IEC Meeting of the International Commission on Irrigation and Drainage (ICID)*, 9-10 September 2004, Moscow, Russia.

For books

Lazarova V, Bahri A (Eds). 2005. *Water Reuse for Irrigation: Agriculture, Landscapes, and Turf Grass*. Boca Raton, Florida: CRC Press.

For chapters in books

McCornick PG, Hijazi A, Sheikh B. 2004. From wastewater reuse to water reclamation: progression of water reuse standards in Jordan. p. 153-162. In: Scott C, Faruqui NI, and Raschid-Sally L (Eds). *Wastewater Use in Irrigated Agriculture: Confronting the Livelihood and Environmental Realities*. Wallingford, UK: CABI Publishing.

In the case of publications in a language other than English, the original title should be retained. However, the titles of publications in non-Latin alphabets should be translated, and a notation such as "(in Russian)" or "(in Greek, with English abstract)" should be added. In referring to a personal communication, the year should be included (J. McNary, personal communication, 1990).