

REVISED INSTRUCTION TO AUTHORS
(effective from 01 November 2015)

Pre-submission tips for faster handling of Manuscripts

- Before you begin your submission, you have the following ready in order to make the submission easy and faster
- Please do not contact the editor-in-chief (EIC) or editor(s) for seeking opinion on suitability of your manuscript (MS) for submission to the journal, as this is the decision best left to you (and your co-authors). As JFST depends on the Editorial Manager® (EM) electronic submission system, the EIC or editors cannot pre-screen your MS outside the electronic system. All papers have to be submitted through the EM system.
 - Cover letter as per the requirements of JFST
 - List of potential reviewers
 - Title page as a separate file
 - Blinded copy of the MS either complete with tables & figures
 - If submitting MS as single file then arrange in the following order - text (including references), tables, list of figures and figures
 - File containing tables, if not included in the blinded copy
 - File containing figures, if not included in the blinded copy
 - Make sure that list of figures is appended at the beginning of the file containing figures (or at the beginning point from where figures start in case of single file)
 - Additional electronic material in support of your MS, if any
- Include only those who have contributed meaningfully and have made primary contributions (like design of work, interpretation of results, writing of the paper etc) to the work. It is the responsibility of the corresponding author to make sure that every author has read and approved the paper before submission.
- Make sure that you have used both line numbering (continuous) and page numbering in your MS apart from using double spacing for the text.
- Please take note of the following when making suggestions about the possible reviewers -
 1. The reviewers suggested should not be from your own institution.
 2. They all cannot be from your own country (if suggesting from your own country, restrict it to only one of the three or more reviewers suggested).
 3. Make sure that expertise in your field (and not your collaboration with the suggested person) must be the criteria in suggesting the name of the reviewer. Your suggestion, however is not binding on the Editor(s) for use as first choice for the review of your paper.

- The presentation language must be consistent in usage (either British or American) and should be, in the view of the Editor(s) concerned, adequate for submission to JFST. If the language standard does not meet the Journal's requirement, the MS will be rejected without review. Please use the English language service offered by Springer, if needed.
- Make sure that your MS clearly demonstrates that it fits within the scope of the journal. Novelty of work and its ability to advance the knowledge in the field should be clearly highlighted in the text of the MS as well as briefly mentioned in the cover letter.
- Proper citations must be provided to prior work or mentioning/quoting of sentences, paragraphs or tables/figures. Copy right permission must be obtained for use of tables/figures from other works and the responsibility for the same rests solely with the corresponding author. Please note that JFST screens each MS through an anti-plagiarism software and excessive reproduction of previous works might result in rejection of MS.
- The MS should clearly identify and define the procedures used in the work, unless it is a standard protocol accepted globally. Mere mention and reference to previous work would make the paper insufficient and dependent one in turn making the other researchers who would like to use the method to depend on cross references.
- If the MS is reporting data involving human/animal subjects or radioactive materials, make sure that permission details or approved protocol numbers are clearly provided in the text of the MS. If reporting studies related to bacterial cultures/cell lines, make sure to mention its public accession numbers.

Manuscript Submission

Submission of a manuscript (MS) implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities – tacitly or explicitly – at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

Permissions

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

Cover Letter

Authors must enclose a cover letter specifically covering the following aspects –

- (a) the type of article being submitted (original research article / review / short communication)
- (b) the total word count of the Manuscript (excluding tables and figure legends), number of references and number of tables and / or figures in the MS should be clearly spelt out.
- (c) highlights / novelty of the work being submitted (***not more than 3 sentences; each sentence should not exceed 125 characters including spaces***)
- (d) a statement on conflict of interest, if any or otherwise.
- (e) should clearly mention about the originality of work, its non-submission / consideration in other journal
- (f) a statement to the effect that all authors have read and approved the MS; and, that all are aware of its submission to JFST
- (g) and, ***the corresponding author must undertake in the covering letter that he/she shall review at least three manuscripts (in his/her own specialization) submitted to JFST.***

If author(s) do not enclose a covering letter mentioning all the above, the MS would be returned by the Editorial Office.

Types of Manuscripts

The journal accepts ***Original Research Papers, Reviews*** and ***Short Communications***. Authors must include continuous line numbering on all the manuscript pages; and, the pages should be sequentially numbered. Following are the limits of word count, tables figures etc for different types of articles -

Original Research Paper

Abstract word count (maximum)	:	250
Word count (including abstract & references; excluding tables & figure legends)	:	6500
Total no. of figures+Tables	:	06
Total no. of references (maximum)	:	36

Short Communication

Abstract word count (maximum)	:	200
Word count (including abstract & references; excluding tables & figure legends)	:	3250
Total no. of figures+Tables	:	03
Total no. of references (maximum)	:	30

Review

Abstract word count (maximum)	:	250
Word count (including abstract & references; excluding tables & figure legends)	:	9000
Total no. of figures+Tables	:	08
Total no. of references (maximum)	:	75

Please note that in case of MS dealing with bacteriological cultures or strains, invariably the culture deposition numbers as given by public culture collection (e.g., ATCC, MTCC, NCIM etc) must be provided, without which such MS will not be considered for the review process.

Online Submission

Authors should submit their manuscripts online. Electronic submission substantially reduces the editorial processing and reviewing times and shortens overall publication times. Please follow the hyperlink “Submit online” on the right and upload all of your manuscript files following the instructions given on the screen.

Additional remark Online Submission

Highlight the changes made in the revised MS for faster processing and provide a point-by-point reply to the reviewer(s) comments as a separate file. Insert continuous line numbers and page numbers throughout the text to facilitate reviewing process.

Text

Text Formatting

Manuscripts should be submitted in Word.

- Use a normal, plain font (e.g., 12-point Times Roman) for text.
- Use italics for emphasis.
- Use the automatic page numbering function to number the pages.
- Do not use field functions.
- Use tab stops or other commands for indents, not the space bar.
- Use the table function, not spreadsheets, to make tables.
- Use the equation editor or MathType for equations.
- Save your file in docx format (Word 2007 or higher) or doc format (older Word versions).

Manuscripts with mathematical content can also be submitted in LaTeX.

- [LaTeX macro package \(zip, 182 kB\)](#)

Article Structure

Title page

The title page should include:

- The name(s) of the author(s)
- A concise and informative title
- The affiliation(s) and address(es) of the author(s)
- The e-mail address, telephone and fax numbers of the corresponding author
- Acknowledgements & any information that would reveal author(s) identity should be placed here, as JFST follows a double blind review process, at the time of initial submission and revision(s).

Research highlights

Research highlights to be provided on a separate page preceding the abstract – Max 5 highlights with each highlight not exceeding 100 characters including spaces

Abstract

Please provide an abstract of a maximum of 200 or 250 words (depending on the type of manuscript). The abstract should not contain any undefined abbreviations or unspecified references.

Keywords

Please provide a minimum of 4 and a maximum of 6 keywords which can be used for indexing purposes.

Body of the main text

The article should be divided into clearly defined sections as mentioned below and each section heading should appear on its own in a separate line. Any subsection may be given a brief heading. Please do not use more than three levels of displayed headings. If the MS uses abbreviations, they should be defined at first mention and used consistently thereafter.

- Introduction

Provide an adequate background to your work (do not resort to self citation, unless it is very essential) outlining the issue that is being addressed and clearly state the objectives of your work. Avoid a detailed literature survey and do not summarize previously published results.

- Material and methods

This section should have sufficient details in order to allow the work to be reproduced by any fellow researcher interested in the area. If standard methods / globally accepted protocols are used, mere mention of the method along with details of any relevant modifications made should be described. The section should also provide details of the raw

material/starting material, the source, the components in it and changes that would have happened due to any processing before or after use, if it is relevant to the study.

In case of theoretical papers / engineering calculations, the section should provide an extended (not repeating what is already dealt in introduction) foundation for the current and further work. In other words, the calculation section should represent its practicality in the context of the MS from a theoretical basis.

- **Results and Discussion**

Results should be very concise and clear. To avoid repetition of results of the work, a combined section of results and discussion is often appropriate. Extensive citations and discussion of published literature without importance to the results of the work should be avoided. If author(s) choose to separate results and discussion sections, they are free to do so. However, in such cases the results section should be very clear, comprehensive and concise. Repetition of results in the discussion section should be avoided. Discussion should clearly focus on the significance of the work and the improvements over the already available knowledge.

- **Conclusions**

The main conclusions of the study may be presented in a short conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Footnotes

Footnotes can be used to give additional information, which may include the citation of a reference included in the reference list. They should not consist solely of a reference citation, and they should never include the bibliographic details of a reference. They should also not contain any figures or tables.

Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data).

Footnotes to the title or the authors of the article are not given reference symbols.

Always use footnotes instead of endnotes.

- **Acknowledgments**

Acknowledgments of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full. In the first instance, this section shall be in the title page, when uploading the blinded copy.

- **References**

Citation in text

Cite references in the text by name and year in parentheses. Some examples: Negotiation research spans many disciplines (Thompson 1990). This result was later contradicted by Becker and Seligman (1996). This effect has been widely studied (Abbott 1991; Barakat et al. 1995; Kelso and Smith 1998; Medvec et al. 1993).

Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list. Reference list entries should be alphabetized by the last names of the first author of each work.

Journal article

Gamelin FX, Baquet G, Berthoin S, Thevenet D, Nourry C, Nottin S, Bosquet L (2009) Effect of high intensity intermittent training on heart rate variability in prepubescent children. *Eur J Appl Physiol* 105:731-738. doi: 10.1007/s00421-008-0955-8

Ideally, the names of all authors should be provided, but the usage of “et al” in long author lists will also be accepted: Smith J, Jones M Jr, Houghton L et al (1999) Future of health insurance. *N Engl J Med* 965:325–329

Article by DOI

Slifka MK, Whitton JL (2000) Clinical implications of dysregulated cytokine production. *J Mol Med*. doi:10.1007/s001090000086

Book

South J, Blass B (2001) *The future of modern genomics*. Blackwell, London

Book chapter

Brown B, Aaron M (2001) The politics of nature. In: Smith J (ed) *The rise of modern genomics*, 3rd edn. Wiley, New York, pp 230-257

Online document

Cartwright J (2007) Big stars have weather too. IOP Publishing PhysicsWeb. <http://physicsweb.org/articles/news/11/6/16/1>. Accessed 26 June 2007

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations, see www.issn.org/2-22661-LTWA-online.php

For authors using EndNote, Springer provides an output style that supports the formatting of in-text citations and reference list. [EndNote style \(zip, 3kB\)](#)

- **Tables**

- All tables are to be numbered using Arabic numerals.
- Each table should be stand alone and has to provide all the details
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table caption (title) explaining the components of the table.
- Identify any previously published material by giving the original source in the form of a reference at the end of the table caption.
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

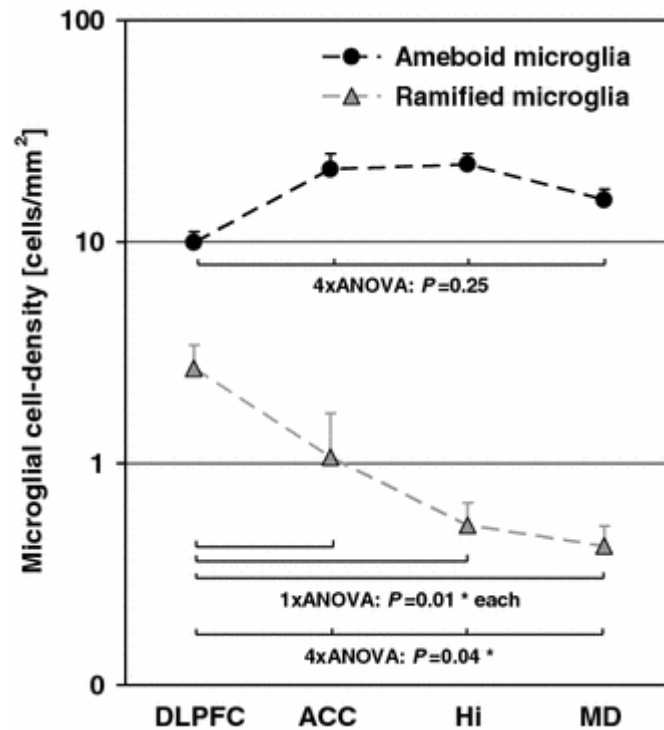
- **Artwork and Illustrations Guidelines**

For the best quality final product, it is highly recommended that you submit all of your artwork – photographs, line drawings, etc. – in an electronic format. Your art will then be produced to the highest standards with the greatest accuracy to detail. The published work will directly reflect the quality of the artwork provided.

- **Electronic Figure Submission**

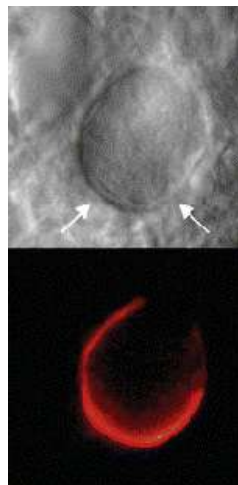
- Supply all figures electronically.
- Indicate what graphics program was used to create the artwork.
- For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MS Office files are also acceptable.
- Vector graphics containing fonts must have the fonts embedded in the files.
- Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

- **Line Art**



- Definition: Black and white graphic with no shading.
- Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
- All lines should be at least 0.1 mm (0.3 pt) wide.
- Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.
- Vector graphics containing fonts must have the fonts embedded in the files.

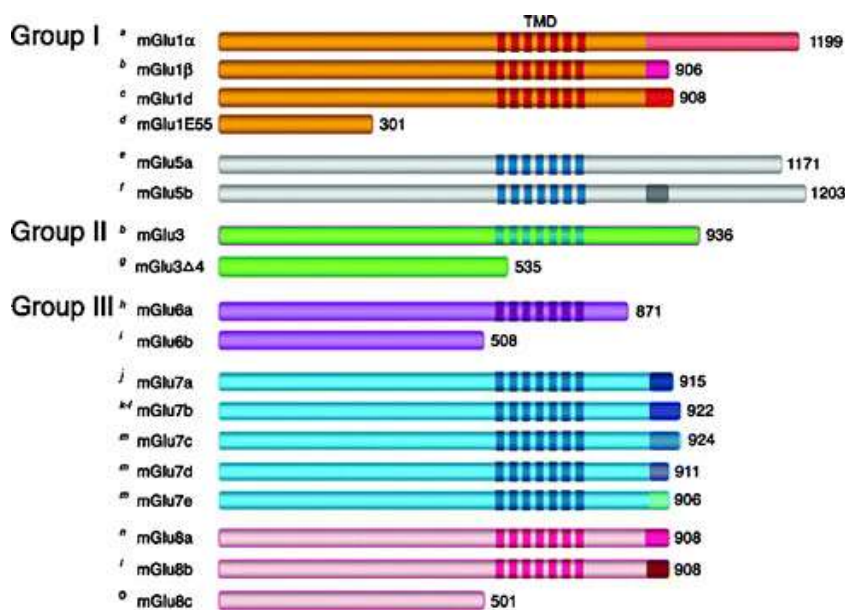
- **Halftone Art**



- Definition: Photographs, drawings, or paintings with fine shading, etc.

- If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves.
- Halftones should have a minimum resolution of 300 dpi.

- **Combination Art**



- Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive lettering, color diagrams, etc.
- Combination artwork should have a minimum resolution of 600 dpi.

- **Color Art**

- Color art is free of charge for online publication.
- If black and white will be shown in the print version, make sure that the main information will still be visible. Many colors are not distinguishable from one another when converted to black and white. A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.
- If the figures will be printed in black and white, do not refer to color in the captions.
- Color illustrations should be submitted as RGB (8 bits per channel).

- **Figure Lettering**

- To add lettering, it is best to use Helvetica or Arial (sans serif fonts).
- Keep lettering consistently sized throughout your final-sized artwork, usually about 2–3 mm (8–12 pt).
- Variance of type size within an illustration should be minimal, e.g., do not use 8-pt type on an axis and 20-pt type for the axis label.
- Avoid effects such as shading, outline letters, etc.

- Do not include titles or captions within your illustrations.

- **Figure Numbering**

- All figures are to be numbered using Arabic numerals.
- Figures should always be cited in text in consecutive numerical order.
- Figure parts should be denoted by lowercase letters (a, b, c, etc.).
- If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be numbered separately.

- **Figure Captions**

- Each figure should have a concise caption describing accurately what the figure depicts. Include the captions in the text file of the manuscript, not in the figure file.
- Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs.
- Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.

- **Figure Placement and Size**

- When preparing your figures, size figures to fit in the column width.
- For most journals the figures should be 39 mm, 84 mm, 129 mm, or 174 mm wide and not higher than 234 mm.
- For books and book-sized journals, the figures should be 80 mm or 122 mm wide and not higher than 198 mm.

Permissions

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that Springer will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.

Accessibility

In order to give people of all abilities and disabilities access to the content of your figures, please make sure that

- All figures have descriptive captions (blind users could then use a text-to-speech software or a text-to-Braille hardware)
- Patterns are used instead of or in addition to colors for conveying information (color-blind users would then be able to distinguish the visual elements)
- Any figure lettering has a contrast ratio of at least 4.5:1

Electronic Supplementary Material

Springer accepts electronic multimedia files (animations, movies, audio, etc.) and other supplementary files to be published online along with an article or a book chapter. This feature can add dimension to the author's article, as certain information cannot be printed or is more convenient in electronic form.

Submission

- Supply all supplementary material in standard file formats.
- Please include in each file the following information: article title, journal name, author names; affiliation and e-mail address of the corresponding author.
- To accommodate user downloads, please keep in mind that larger-sized files may require very long download times and that some users may experience other problems during downloading.

Audio, Video, and Animations

- Always use MPEG-1 (.mpg) format.

Text and Presentations

- Submit your material in PDF format; .doc or .ppt files are not suitable for long-term viability.
- A collection of figures may also be combined in a PDF file.

Spreadsheets

- Spreadsheets should be converted to PDF if no interaction with the data is intended.
- If the readers should be encouraged to make their own calculations, spreadsheets should be submitted as .xls files (MS Excel).

Specialized Formats

- Specialized format such as .pdb (chemical), .wrl (VRML), .nb (Mathematica notebook), and .tex can also be supplied.

Collecting Multiple Files

- It is possible to collect multiple files in a .zip or .gz file.

Numbering

- If supplying any supplementary material, the text must make specific mention of the material as a citation, similar to that of figures and tables.
- Refer to the supplementary files as “Online Resource”, e.g., "... as shown in the animation (Online Resource 3)", "... additional data are given in Online Resource 4”.
- Name the files consecutively, e.g. “ESM_3.mpg”, “ESM_4.pdf”.

Captions

- For each supplementary material, please supply a concise caption describing the content of the file.

Processing of supplementary files

- Electronic supplementary material will be published as received from the author without any conversion, editing, or reformatting.

Accessibility

In order to give people of all abilities and disabilities access to the content of your supplementary files, please make sure that

- The manuscript contains a descriptive caption for each supplementary material
- Video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk)

Does Springer provide English language support?

Manuscripts that are accepted for publication will be checked by our copyeditors for spelling and formal style. This may not be sufficient if English is not your native language and substantial editing would be required. In that case, you may want to have your manuscript edited by a native speaker prior to submission. A clear and concise language will help editors and reviewers concentrate on the scientific content of your paper and thus smooth the peer review process.

The following editing service provides language editing for scientific articles in all areas Springer publishes in.

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Please contact the editing service directly to make arrangements for editing and payment.

For Authors from China

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章在投稿前进行专业的语言润色将对作者的投稿进程有所帮助。作者可自愿选择使用Spri

Springer推荐的编辑服务，使用与否并不作为判断文章是否被录用的依据。提高文章的语言质量将有助于审稿人理解文章的内容，通过对学术内容的判断来决定文章的取舍，而不会因为语言问题导致直接退稿。作者需自行联系Springer推荐的编辑服务公司，协商编辑事宜。

- [理文编辑](#)

For Authors from Japan

ジャーナルに論文を投稿する前に、ネイティブ・スピーカーによる英文校閲を希望されている方には、Edanz社をご紹介します。サービス内容、料金および申込方法など、日本語による詳しい説明はエダンズグループジャパン株式会社の下記サイトをご覧ください。

- [エダンズグループ ジャパン](#)

For Authors from Korea

영어 논문 투고에 앞서 원어민에게 영문 교정을 받고자 하시는 분들께 Edanz 회사를 소개해 드립니다. 서비스 내용, 가격 및 신청 방법 등에 대한 자세한 사항은 저희 Edanz Editing Global 웹사이트를 참조해 주시면 감사하겠습니다.

- [Edanz Editing Global](#)

After acceptance

Upon acceptance of your article you will receive a link to the special Author Query Application at Springer's web page where you can indicate whether you wish to order offprints, or printing of figures in color. Once the Author Query Application has been completed, your article will be processed and you will receive the proofs.

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Authors will be asked to transfer copyright of the article to the Society. This will ensure the widest possible protection and dissemination of information under copyright laws.

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Offprints can be ordered by the corresponding author.

Color illustrations

Online publication of color illustrations is free of charge. For color in the print version, authors will be expected to make a contribution towards the extra costs.

Proof reading

The purpose of the proof is to check for typesetting or conversion errors and the completeness and accuracy of the text, tables and figures. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor. After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

Online First

The article will be published online after receipt of the corrected proofs. This is the official first publication citable with the DOI. After release of the printed version, the paper can also be cited by issue and page numbers.

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