

Instructions for Contributing Authors

Scientific contributions will be reviewed for publication in the Proceedings of International PhD Students Conference.

The contribution can be submitted after signing in to your account using the login and password acquired during the registration process at mendelnet.cz in *My contributions* folder.

If you have decided to submit only an abstract instead of the contribution, please submit it the same way as you did with the contribution (only on special request – for further information please contact [Organizing Committee](#)).

Each conference participant can author two papers at most as a principal (corresponding author) **while it is mandatory to present the papers at the event.** If, for any reason, the principal author is unable to attend, it is allowed to present the paper for any member of the author's team. We are not able to guarantee an inclusion of the paper in the conference proceedings if this is not presented at the conference.

Both contribution and conference presentation must be **written in English** while the presentation delivery is still possible in Czech (Slovak). However, we recommend, whenever possible, to present in English.

The MendelNet conference proceedings from 2010 to 2018 are indexed in Conference Proceedings Citation Index (Clarivate Analytics). Therefore, please read the following guidelines carefully before submitting the contribution.

The conference organizers regard plagiarism as serious professional misconduct (please see [Publication Ethics](#) of the conference MendelNet). All abstracts are screened for plagiarism and, when identified, the abstract and any other contributions submitted by the same author are rejected.

PREPARATION OF CONTRIBUTION

It is mandatory to follow the contribution structure which is demonstrated in the [template](#) file. The extent of the contribution must not be longer than **6 pages including tables, figures and references and must be written in English.**

If the character of the contribution permits, the results should be duly statistically evaluated.

Formatting and editing of contribution

Manuscripts should be submitted in the following format: .doc or .docx (font Times New Roman, single line spacing). **Margins are 2.5 cm all around the A4 page.** Fonts and spaces of the whole text must be written according to the Table 1 below or [template](#)!

Please do not include page numbers, headers or footers. Company logos should not be inserted into a header or footer. Your manuscript will be rejected if there are page numbers, headers, footers or logos.

Every submission of contribution must include two complete files – in .doc or .docx and .pdf format.

Contribution structure

Title (a concise and informative one) – Title must express the main topic as accurately as possible; it may not contain abbreviations or acronyms with the exception of the most common ones, i.e. DNA).

The name(s) of the author(s) without academic degrees – First, middle and last name

The affiliation(s) and address(es) of all author(s) – Institute/Department, University, Address, Country

The e-mail address of the corresponding author

Abstract – Three hundred words (incl. spaces) is the maximum length of the abstract. Abstract should give a pertinent overview of the work, its purpose, the main methods or treatments applied; summarize the article's findings or facts and indicate the author's conclusions or interpretation. Abstract must not contain results or data which are not presented and substantiated in the main body of the text. The abstract should not contain any undefined abbreviations or unspecified references.

Keywords – Five keywords without overlapping with the manuscript title and abstract is recommended.

Introduction – Broader context, stating the reasons for the investigation and publication of the contribution, objectives of the paper.

Material and Methods – Brief description of the experimental material and methods, so that anybody can repeat the work; if the methods are not original, provide a reference where the method was originally published.

Results – Evaluation and precise description of the achieved results and/or stating the statistical significance.

Discussion – Confrontation of the achieved results with papers published earlier, opinion of the author on the discovered differences, his/her opinion on the result, an outline of the need for future solution or importance for the development of science, society or practice.

The Results and Discussion may be put together.

Conclusions – Briefly summarize the benefits of work for science, respectively for practice. Conclusions must be short, clear and understandable.

Acknowledgements – It is mandatory if the paper was funded by a grant agency. Please indicate number and name of the grant(s) which supported your research (for example: Research reported in this publication was supported by grant of the Czech Science Foundation no. XXXX/2018).

References

• Citations in text

References in the text by author name(s) and year of publication in parentheses.

Examples:

- one author: (Miller 1991),
- two authors: (Nová and Šťastná 2011) or (Miller and Smith 1994),
- three authors or more: (Nová et al. 1998) or (Miller et al. 1995),
- more citations in parentheses: (Miller 1991, Nová and Šťastná 2011, Miller et al. 2015).

When referencing other author's work, please keep the original version of the names.

• Reference list

Reference list entries should be alphabetized by the last names of the first author of each work, without numbering. Citations must follow the Harvard style (<http://www.citacepro.com>). The reference list must contain citations of all used sources and cannot include citations of sources which were not actually used. The majority of literature should come from scientific journals and books. Citing non-scientific web pages should be kept to a minimum.

Proper use of references greatly enhances overall quality of the contribution as it is traditionally perceived as a telling expression of author's familiarity with his/her problem and rigorous fact-checking. However, any scientific literature should be applied in a clear and purposeful manner, thus **we recommend to use no more than 15 references per article.**

Examples of citations of authors in references list:

- one author: (Miller, N. 1991. Antioxidant in plant ...),
- two authors: (Nová, H., Šťastná, M. 2011. Antioxidant in plant ...),
- three authors or more: (Müller, N.A. et al. 1995. Antioxidant in plant ...).

- Book/Monograph

Surname, Initials. Year of publication. Title. Edition, Place of publication: Publisher.

Gregory, P.J. 2006. Plant Roots: Growth, Activity and Interaction with Soils. 1st ed., Oxford, UK: Blackwell Publishing Ltd.

- Book chapter

Surname, Initials. Year of publication. Title of Chapter. In Title of Book. Place of publication: Publisher, pp. number.

Houba, M., Huňady, I. 2009. Bob obecný. In Luskoviny: pěstování a užití. České Budějovice: Kurent, pp. 74–78.

- Electronic monograph

Surname, Initials. Year of Publication. Title [Online]. Edition, Place of publication: Publisher. Available at: URL. [date of access].

Huber, W. 2016. Etika: Základní otázky života [Online]. 1. vyd., Praha: Vyšehrad, spol. s.r.o. Available at: <http://www.kosmas.cz/knihy/216143/etika>. [2019-07-15].

- Journal article (printed)

Surname, Initials. Year of publication. Title of article. Title of journal, volume(number/issue): page numbers.

Flodrová, M. et al. 2016. Brněnské pivovarství a sladařství ve středověku a raném novověku. Kvasný průmysl, 62(2): 28–34.

Krishnaiah, D. et al. 2011. A review of the antioxidant potential of medicinal plant species. Food and Bioproducts Processing, 89(3): 217–233.

- Journal article (electronic)

Surname, Initials. Year of publication. Article title. Journal title [Online], volume(number): pages. Available at: URL. [date of access].

Ogbonnaya, U. et al. 2014. Influence of Wood Biochar on Phenanthrene Catabolism in Soils. Environments [Online], 1(1): 60–74. Available at: <http://www.mdpi.com/2076-3298/1/1/60/htm>. [2019-07-15].

- Conference proceedings paper (printed)

Surname, Initials. Year of publication. Paper title. In Proceedings title. Venue, date. Place of publication: Name of the publisher, page numbers.

Lindhauer, M.G., Haase, N.U. 2006. Acrylamide in cereal products. In Proceedings of 3rd International Congress Flour – Bread '05. Opatija, Croatia, 26–29 October. Osijek: J. J. Strossmayer University of Osijek, Department of Cereal Processing Technology, pp. 9–18.

- Conference proceedings paper (electronic)

Surname, Initials. Year of publication. Paper title. In Proceedings title [Online]. Venue, date. Place of publication: Name of the publisher, page numbers. Available at: URL. [date of access].

Kovárník, J., Cerkal, R. 2011. Comparison of the Leaf Area Index and the Root System Size in Selected Varieties of Spring Barley. In Proceedings of International PhD Students Conference MendelNet 2011 [Online]. Brno, Czech Republic, 23 November, Brno: Mendel University in Brno, Faculty of Agronomy, pp. 65–70. Available at: https://mnet.mendelu.cz/mendelnet2011/articles/23_kovarnik_540.pdf. [2019-07-15].

- Website

Surname, Initials of the owner/Author/Web sites/ Organization/Publisher/other internet material. Year of publication/copyright. Title or Name of the webpage or database [Online]. Accessible at: URL. [date of access].

LABOUR PARTY. ©2010. Policy guide. [Online]. Available at: <http://www.labour.org.uk/policies/home>. [2019-07-15].

Food and Agriculture Organization of the United Nations. 2004. Review of the State of World Marine Fisheries Resources. General situation of world fish stocks [Online]. Available at: <http://www.fao.org/newsroom/common/ecg/1000505/en/stocks.pdf>. [2019-07-15].

- Law

Name of the Country. Year of publication. Law title. In: collection of laws title. Edition (částka): pages. Available at: URL [date of access].

Česká Republika. 1999. Zákon č. 106/1999 Sb., o svobodném přístupu k informacím. In: Sbírka zákonů České republiky. 39: 2578–2582. Also available at: <http://www.mvcr.cz/sbirka/1999/sb039-99.pdf>. [2019-07-15].

- Standard

Standards Agency name. Year of publication. Name of the standard. Standard number. Place of publications: Publisher.

ÚNMZ. 2011. Informace a dokumentace – Pravidla pro bibliografické odkazy a citace informačních zdrojů. ČSN ISO 690 (01 0197). Praha: Úřad pro technickou normalizaci, metrologii a státní zkušebnictví.

- Patent

Name of inventor(s)/corporation. Year issued. Title of patent. Patent descriptor [issuing country and patent number]. Available at: URL.

Liedl, F.G., Rowe, K.F. 2007. Nut butter and related products and method of making same. U.S. Patent 7235277. Available at: <http://www.google.com/patents/CA2235191A1?cl=en>.

Novotný, J. 2011. Propustek s deformační zónou. IPC: E01F 5/00. CZ 302313B6. Available at: <http://spisy.upv.cz/Patents/FullDocuments/302/302313.pdf>.

- Academic thesis

Surname, Initials. Year of publication. Title of the thesis. Type of the thesis, Name of University.

Malíková, M. 2008. Variabilita isomerů vitamínu E v zrna jarního ječmene. Bakalářská práce, Mendelova Univerzita v Brně.

Trent, J.W. 1975. Experimental acute renal failure. PhD dissertation, University of California.

Graphics

Pictures and graphs are called Figure; tables are noted as a Table. All figures/tables are to be numbered using Arabic numerals and should always be cited in text in consecutive numerical order.

Pictures and graphs must be inserted in the form of a single .jpg file which comprises – in English – all descriptions (x and y axes, columns' descriptions, legends etc.).

The size of whole file must not exceed 5 MB?

Fonts and spaces

Table 1 Summary of typographical settings

Section	Font Specifics (Times Roman)			Paragraph Description		
	style	size	special	spacing (in points)		alignment
				before	after	
Title	bold	16	none	0	18	centered
Author list	bold	12	none	0	0	centered
Affiliations	plain	12	none	0	0	centered
E-mail	plain	12	none	6	6	centered
Abstract	plain	11	none	18	0	justified
Key Words	plain	11	none	6	6	justified

Section	Font Specifics (Times Roman)			Paragraph Description		
				spacing (in points)		alignment
	style	size	special	before	after	
Headings	bold	11	capital letters	18	0	left
Subheadings	bold	11	none	6	0	justified
Text of Introduction	plain	11	none	0	3	justified
Text of Acknowledgement	plain	11	none	0	3	justified
Text of References	plain	11	none	3	0	justified
Text of other Paragraphs	plain	11	none	3	0	justified
Title of Figure/Tables	italic	11	none	6	3	justified
Text of Figures/Tables	plain	7–11	none	0–2	0–2	centered
Legend	italic	9	none	0	6	justified

Units

Basically use SI units standard abbreviations. Unusual units or abbreviations have to be defined in the text. Other details are given in Table 2.

Table 2 Style Guide for authors

Correct	Not correct
Format A4	A5, letter, B5 and other
Name.surname@mendelu.cz	Name.surname@mendelu.cz
In the text: (Table 1)	(Table 1); (Tab. 1)
In the text: (Figure 1)	(Fig. 1); (<i>Figure 1</i>)
<i>Table 1</i> Title of table	Table 1: Title of table
<i>Figure 1</i> Title of figure	Figure 1: Title of figure
-25 °C	-25°C; - 25°C
32–35 °C	32 – 35 °C; 32-35°C
10%,	10 %; 10 percent
10°, 10"	10 °; 10 "
0.25 g	0,25 g; 0.25g
mg/kg	mg.kg-1; mg . kg ⁻¹ , mg / kg
5 ml/min/kg	5 mL . min ⁻¹ /kg
0.91 m x 0.91 m	0.91 m . 0.91 m
10 ± 2 ml	10±2 ml; 10 ±2 ml
2 nd	2 nd ; 2 nd
14 March 2019	14. March 2019
1. 8. 2019	1.8.2019
2013–2014	2013 – 2014; 2013-2014
map 1 : 50 000	1:50 000
a + b = c	a+b = c
2.5 × 10 ⁴ CFU/mL	2.5×10 ⁴
(format for microorganisms)	
89(3): 217–233 (references)	89 (3) : 217 - 233; 89(3): 217 – 233
http://www.mendelnet.cz	http://www.mendelnet.cz http://www.mendelnet.cz

FILES UPLOAD AND PEER REVIEW PROCESS

When uploading the final forms of files (.doc or .docx and .pdf), **authors are required to specify**, within a newly introduced field, **their contribution to the manuscript** (in per cents and words), for example: The corresponding author (i.e. Novak, T.) contributed with the overall concept and research design (50%), the other author (i.e. Turda, K.) is responsible for the data analysis (30%), and remaining authors (i.e. Karat, O., Naklo, T.) helped with measurements and laboratory work (10% each).

The peer review process is two-fold. In its first phase an author must conform to the specified formal requirements of the text. Only after successful first round, the contribution is sent to a reviewer for a scientific assessment. It is mandatory for an author to continuously react both to formal and scientific comments provided by reviewers. Failure to comply with both reviewers' suggestions causes deleting the contribution from the conference proceedings. Please note: answering the reviewers' comments on the very last day of assessment period poses a serious risk of being rejected from the conference proceedings because of not having enough time to make necessary corrections. **Despite the fact of rejecting the contribution for publication, an author can still present his/her work orally at the MendelNet 2019.**

Due to the volume of contributions being delivered and processed, tight time constraints of the peer-review process, and – quite often – authors' low familiarity with the formal requirements we can guarantee only three re-submittals of the contribution (original submit plus three revised versions reflecting the reviewer's comments, both in formal and scientific round).

Each author has an important role in the overall quality of the proceedings for this conference. We believe you will take the time and effort to make your submission a quality one, and will comply with the instructions. Thank you in advance for your attention to manuscript details and for helping to make this conference a successful scientific event.