

INSTRUCTIONS TO AUTHORS

***Folia Oecologica* accepts:**

1. original research and theoretical papers (5-20 pages including the list of literature, figures and tables)
2. concise review articles (5-10 pages)
3. book reviews (max. 2 pages)
4. short reports from scientific events and short communications (max. 5 pages).

Manuscripts submitted to *Folia Oecologica* must not have been published or submitted for publication to any other journal.

Submission of manuscripts:

1. electronically by e-mail and one printed copy by post
2. by post on single CD or DVD and one printed copy

Manuscripts should be in clear and grammatically correct Slovak, Czech or English. All parts of the manuscript should be written with font Times New Roman, size 12, margins 2 cm, text aligned to left, simple line spacing, no indents or tabs. Manuscript should be submitted in .doc or .odf format. All figures and tables should be embedded in the text and must be on separate sheets or in separate files together (figures in .jpg, .jpeg, .jpe, .tiff, .tif, or .gif format, tables in .xls, or .ods format).

Units and abbreviations: authors must adhere to SI units except where older units are required for historical appropriateness. Units are not italicised. All acronyms for agencies, examinations, etc., should be spelt out the first time they are introduced in text. Any abbreviations (except SI units) are inadmissible.

Examples: 0,12 m; 0,04 m³.s⁻¹, International Assotiation for Danube Research (IAD)

Taxonomic names: generic and specific names must be cited completely once in each paper and should be typed in italics.

Examples: *Neottia nidus-avis* (L.) Rich., *Ecdyonurus picteti* (Meyer-Dür, 1864), *Verbascum* sp.

Manuscript should be organized as follows:

TITLE

It should be short, but enough informative, use bold, capital letters. Authors of scientific taxa names should be omitted.

AUTHOR(S)

Give full first name(s) in bold, middle initials and surname(s) in capital letters.

ABSTRACT

It should consist of only one paragraph up to 200 words in English, use italics. Describe briefly main results and conclusions with no description of methods, discussion, references and abbreviations.

KEYWORDS

It should not exceed 6 words, not repeating already those contained in the title. Use italics.

The standard order of sections in original research paper should be:

INTRODUCTION

It briefly describes backgrounds and aims of research presented in the paper.

MATERIAL AND METHODS

It should describe procedural and experimental details enabling other researchers to repeat the work. (This section can contain the study area characteristics.)

RESULTS

These should be concise, without comments and discussion.

DISCUSSION

It should not introduce the new findings from the Results section.

(RESULTS AND DISCUSSION

these two sections may be combined.)

ACKNOWLEDGEMENTS

This section should be short, use italics.

LITERATURE

Follow strictly examples.

Within the text should be references written with small capitals. Two or more references in parentheses must be arranged chronologically.

Examples: KOŠČO (2008), (FAZEKAŠOVÁ et al., 2007; KOŠČO and BALÁZS, 2009), TEREK (1998a, 1998b).

In the section Literature can be written the references with abbreviations in accordance with the "World list of scientific periodicals", or with full name of the journal. Titles of papers should be given in the original language, references printed in characters other than Latin (for example Russian alphabet) should be transcribed in the Latin according to rules on the web site: <http://www.unipo.sk/fhvp/index.php?sekcia=katedry-fakulty&id=21> (English translation in square brackets can be added).

Examples:

KOŠČO, J. – LUSK, S. – PEKÁRIK, L. – KOŠUTHOVÁ, L. – KOŠUTH, P., 2008. The occurrence and status of species of the genera *Cobitis*, *Sabenejewia*, and *Misgurnus* in Slovakia. *Folia Zool.*, 57(1-2): 26-34.

BARUŠ, V. – OLIVA, O. (EDS.), 1995. MIHULOVCI – PETROMYZONTES A RYBY – OSTEICHTHYES. FAUNA ČR A SR, VOL. 28/2. ACADEMIA, PRAHA, 698 PP.

HENSEL, K., – MUŽÍK, V., 2001. ČERVENÝ (EKOSOZOLOGICKÝ) ZOZNAM MIHÚL (PETROMYZONTES) A RÝB (OSTEICHTHYES) SLOVENSKA. IN: BALÁŽ, D., MARHOLD, K. – URBAN, P. (EDS.), ČERVENÝ ZOZNAM RASTLÍN A ŽIVOČÍCHOV SLOVENSKA. OCHRANA PRÍRODY, 20, SUPPL.: 143-145.

BERG, L.S., 1949. RYBY PRESNYCH VOD SSSR I SAPREDEL'NYCH STRON. IZDATEL'STVO AKADEMII NAUK SSSR, MOSKWA-LENINGRAD: 470-925.

ADRESESS

All the authors of a paper should include their full names, affiliations, postal addresses, and email addresses. One author should be identified as the Corresponding Author.

Tables and figures:

They should be informative, relevant and visually attractive. The style and spelling of lettering in figures must correspond to the main text of the manuscript. Tables and figures must be referred to in the text and numbered with Arabic numerals in the order of their appearance (see table/figure 1; see tables/figures 1–4). Each table and figure should have a stand-alone descriptive caption that explains its purpose without reference to the text; each table column should have an appropriate heading. The caption in both English and Slovak (or Czech) should be above the table and below the figure. Avoid the use of vertical lines in tables. The same data not should be given in text, tables and figures. The figures should be supplied in greyscale. Please be sure that all figures (especially diagrams) are distinguishable and all imported scanned material is scanned at the appropriate resolution: 1200 dpi for line art, 600 dpi for greyscale.

Procedure of received manuscripts:

Evaluation:

All manuscripts, if not refused without review because of apparent insufficiency in style, format or scientific level, are reviewed by 2 reviewers. The author(s) should consider all recommendations

and corrections suggested by reviewers and editor. After completed positive revision and receipt of improved final version of manuscript, the editorial board makes decision on the acceptance. Author(s) will be informed about it.

Offprints:

The (first or corresponding) author will be provided with an electronic pdf copy of the published paper and one free copy of the relevant issue.

Copyright:

Authors agree, after the manuscript acceptance, with the transfer of copyright to the publisher, including the right to reproduce the articles in all forms and media.

Manuscripts should be addressed to the Editorial Office:

Folia Oecologica
Katedra ekológie FHPV PU
17. novembra 1
081 16 Prešov
Slovensko

foliaoec@fhpv.unipo.sk