

## **GUIDELINES FOR AUTHORS (Books)**

### **1. Format & Style**

**Book/Monograph:** All Book/Monograph must be typed in A4 size (font size 12) in double space in single column with at least 1.5 inch margin on all sides. Authors should submit single MS word files that contain the following entire book with cover page, reference, annexure etc.

### **2. Submission/Preparation Checklist**

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

- ✓ The submitted manuscript has not been previously published, nor it is submitted before in any other publisher for consideration.
- ✓ All authors have agreed to sign the Authors' Agreement Form (if necessary) describing their role in the book/chapter and taking responsibility of all disputes, if arises, from their contents in the book/chapter.
- ✓ The submission file is in Microsoft Word (.doc / .docx / .rtf) document file format.
- ✓ Manuscript is ordered as follows: Title page, Preface, About the Book, Keywords, Table of Contents, Full Text/Chapters/Contents (heading/sub heading), Tables & Figures (labelled), References, Acknowledgements (if any), About the Author (s) with photos etc.
- ✓ Title page must contain Title of the book, Author's Affiliations and Corresponding author's email id and address.
- ✓ 4-6 Keywords are indicated separately and arranged in alphabetical order
- ✓ References are well formatted followed by the guidelines of the book, and cited in the text as well.

**Brief Profile of the Author:** Good quality photographs of all authors/editors along with their concise biodata not exceeding 250 words must be submitted separately.

**About the Book:** A summary/abstract of the book/chapter within 350 words must be submitted

**Language:** We publish books in English only.

### **2.1 Reference Format**

We advocate the citation of new papers; old references are better replaced with updated ones. The authors are responsible for the correctness of references. References should be kept to a minimum and listed in alphabetical order. Personal communication and unpublished data should not be included in reference list. The list of reference at the end of the text should be in the following format. The authors are responsible for the correctness of references.

In the text, references should be cited as follows: two authors (Mohali and Bhowmik, 2019), three or more authors (Mullar *et al.*, 2017). Listing of references in the text should be chronological separated by semicolon, e.g. (Smith, 1987; John, 1999; Moriss *et al.*, 2000).

### 2.1.1 Reference at the End

Borah, D., Bora, S.S., 2020. In-Situ Nutrient Recycling and Management. *Research Biotica* 2(3), 91-96. DOI: 10.54083/ResBio/2.3.2020.91-96.

Nanda, B.K., Sahoo, N., Panigrahi, B., 2021. Soil Erosion from Farming Lands in Tropical Islands of India. *Research Biotica* 3(3), 170-175. DOI: 10.54083/ResBio.3.3.2021.170-175.

#### **No Author Given**

Anonymous, 2005. The slide germination method of evaluating protectant fungicides. *Phytopathology* 33(2), 627-632.

#### **Weblink**

Chakraborty, A., or Anonymous 2003. General Approaches to Insect Control. IPM in India. Available at: <https://biospub.com> . Retrieved on: 01.01.2023.

### 2.1.2 Books

#### **Authored Book**

Atwal, A.S., 1976. Agricultural pest of India and South East Asia. Kalyani Publishers, Ludhiana, Punjab, India, pp. 256-257.

#### **Edited Book/Chapter**

Chang, G.C., Kareiva, P., 1999. The case for indigenous generalists in biological control. In: *Theoretical Approaches to Biological Control*, (Eds.) Hawkins, B.A. and H.V. Cornell. Cambridge University Press, Cambridge, United Kingdom, pp. 103-115.

### 2.1.3 Published Proceedings Paper

Chundawat, G.S., Sharma, U.S., 2003. Bioefficacy of some newer acaricides against red spider mite on brinjal. In: *Proceedings of the National Symposium on Frontier Areas of Entomological Research*, New Delhi, November 5-7, pp. 287-288.

### 2.1.4 Dissertation or Thesis

Manjulatha, M., 1999. Bioefficacy of certain newer insecticides against spider mite, *Tetranychus neocaledonicus* Andre (Acari: Tetranychidae) on vegetables. M.Sc. (Agri.) Thesis, Tamil Nadu Agricultural University, Coimbatore, India, p. 92.

**2.2 Tables and Figures:** Table should be descriptive with or without references with heading in bold letters. Tables, figures, drawings should be placed outside (As a separate attachment) of the text as they shall be correctly arranged by the publisher. Figures whether line drawing or graph should be of good quality. Legends to figures should be given on a separate sheet. Tables and figures should be numbered consequentially in Arabic numerals (**Table 1, Table 2** and **Figure 1, Figure 2**).

For each table, please provide a table title explaining the content of the table. Source of Tables from a previously published material should be mentioned at the footnote.

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

**2.3 Photographs:** The photographs should be of good quality (not less than 300 dpi resolution, so if they should occupy text column width (8 cm) they must have at least 1000 pixels width.) and in the JPG/ JPEG/ PNG/ TIFF format. Please send original (not resized) photograph(s), straight from a digital camera, without any text descriptions on the photo.

### **3. Publication Fees:**

This charge inclusive of costs like cover page design, layout work, along with cost of DOI (if any). Shipping charges will be extra.

For more details please visit [Publication Packages](#) page

### **4. Royalty to the Authors:**

For more details please visit **Authors Royalty** page or contact Executive Director (Publication) through e-mail [bioticapublications@gmail.com](mailto:bioticapublications@gmail.com) or WhatsApp +91-9863023086

**5. Editorial Procedures:** After successful submission of manuscript by author, the manuscript is first sent to the English editor. The English editor checks the book format, typographical mistakes. The editor is very much concerned with the data processing format and relevant details. This time taken by initial reviewing process depends on the level of accuracy followed by author in compliance with the journal format. Manuscripts are rejected at this stage if have poor grammars or English language, or are outside the aims and scope of the book, or not written in accordance with the guidelines. We strongly suggest author to go through carefully on the [Instructions](#) for each book and download the published chapters for reference. The chapters with comments (if any) by English editor is sent to author for further revision. After fulfilling comments by the English editor, author resend (upload) the manuscript to book administrator.

The Editor(s) evaluates all the manuscripts. Manuscripts rejected at this stage if insufficiently original, have serious scientific flaws, or are outside the aims and scope of the book, or not written in accordance with the guidelines. Those that meet the minimum criteria are forwarded to at least 2 experts for review.

### ***Peer-Review Policy***

Generally, all the manuscripts are reviewed by a minimum of two suitable external experts in the respective subject area. The reports of all the reviewers will be considered while deciding on acceptance/ revision or rejection of a manuscript, but the ultimate responsibility for acceptance or rejection lies with the editors of Book/Executive Director (Publications).

### ***Plagiarism Policy***

All the submitted manuscripts are first subjected to Plagiarism check and then the Publishing cycle begins. In case, plagiarism is detected during review/ editorial process, such manuscript(s) will be rejected immediately and we can also consider other steps depending upon the seriousness of the case. If the plagiarism is proven after publication, such manuscript(s) will be removed from our website and appropriate announcement will be placed in this regards.

**6. Deadline:** The final date for submission of contributions will be different for each book and will be finalized by the Chief Editor of each book.

**7. Submission of Articles:** Authors are invited to submit their manuscripts strictly following the Author Guidelines through online mode or through E-mail: [bioticabooks@gmail.com](mailto:bioticabooks@gmail.com), incase any query you may call or WhatsApp to +91-9863023086.