

Guide for Authors

Introduction

“Journal of Green Polymer (JGP)” is an open access journal published by Yasouj University. This quarterly publishes peer-reviewed research papers and reviews in polymer science and technology with a special emphasis on the eco friendly polymers. All articles will be initially assessed by the editor-in-chief for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of the articles.

The essential rules to ensure your manuscript is handled promptly

1. The manuscript fits the Aims and Scopes of JGP.
2. The research is novel and has not been published previously.

Very Important: Once your article is submitted to “JGP” it cannot be submitted elsewhere, unless your article is rejected by JGP.

Accepted submissions will not be withdrawn or be presentable in any other journal/conferences/magazine or any media without written permission of JGP.

1. The text is written in a proper level in English. Authors who feel their manuscripts might require editing to meet correct scientific English requirements may wish to use an English Language Editing services provided by the reputable companies around the world.
2. Manuscript text is divided into numbered sections; line and page numbers are added, and text is double-spaced.
3. All relevant sources (i.e. peer-reviewed articles, websites, books etc.) should be included in the Reference list.
4. Cover letter is prepared, introducing your article and explaining the novelty of the research.
5. Highlights identify important outcomes of your work and stand alone (i.e. do not require someone to read the article to understand what they mean). These are presented in 3-5 points, 85 characters each).

Manuscript preparation

The Authors should ensure that:

- (1) The formatting of the manuscript follows the requirements of the Guide for Authors.
- (2) The language follows the requirements of the Guide for Authors as mentioned above.
- (3) The number of words and of figures/tables is within limits:
 - Research article: 8000 words, 10 tables and figures combined.
 - Review article: 11,000 words, 10 tables and figures combined.
 - Technical note: 3000 words, 5 tables and figures combined.

More tables and figures? Submit as supplementary material.

- (4) The title page contains all combination of the following elements, the title, author names, affiliations and corresponding author telephone. Email addresses are required for ALL authors. Authors must provide and use

a unique, individual e-mail address and not one that is shared with another author registered in the submission system or a department.

- (5) The highlights are provided (3-5 bullet points, max 85 characters each including spaces).
- (6) Keywords are provided in 3-5 points.
- (7) Continuous line numbering is provided throughout the manuscript (including captions and references); page numbering is provided.
- (8) All sources (references) are provided in alphabetical order.
- (9) Figures and tables (10 combined) include clear legends.
- (10) Three or more suggested reviewers are provided (including affiliation and professional email address), which are none from the same institution.

Types of paper

Original research; review articles; technical note

Original research

It is original full-length research papers that have not been published previously, except in a preliminary form, and should not exceed 8000 words from introduction to conclusion (not including references) (including no more than ten tables and figures combined - additional tables and figures can be submitted as supplementary material). Original research should not contain more than 50 references.

Review article

It will be accepted in areas of topical interest, will normally focus on literature published over the previous five years and should not exceed 11,000 words from introduction to conclusion (not including references) (including allowance for no more than ten tables and figures combined). Review articles should not contain more than 100 references. If it is felt absolutely necessary to exceed these numbers (tables, figures, references), please contact the editorial office for advice before submission.

Technical note

A technical note is a short article giving a brief description of a new methodology or to present results from new techniques or equipment, and should in any case be under 3,000 words with no more than 5 figures and tables. These papers should not contain more than 40 references.

Peer review

This journal operates a double-blind review process. All contributions will be initially assessed by the editor for suitability for the journal. Papers deemed suitable are then typically sent to a minimum of two independent expert reviewers to assess the scientific quality of the paper. The Editor is responsible for the final decision regarding acceptance or rejection of articles. The Editor's decision is final.

Article structure

Follow this order when typing manuscripts: Title, Authors, Affiliations, Abstract, Keywords, Main text (Introduction, Material and Methods, Results, Conclusion), Acknowledgements, Appendix, References, Figure Captions. The corresponding author should be identified with an asterisk and footnote. The title of the paper should unambiguously reflect its contents.

Essential title page information

Title

Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible.

Author names and affiliations

Please clearly indicate the full given name(s) and family name(s) of each author and check that all names are accurately spelled.

Corresponding author

Clearly indicate the one author who will handle correspondence at all stages of refereeing and publication, also post-publication. Ensure that the e-mail address is given and that contact details are kept up to date by the corresponding author.

Highlights

Highlights are optional yet highly encouraged for this journal, as they increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Highlights should be submitted in a separate editable file. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

Abstract

The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided. Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. The abstract should not exceed 250 words.

Key words

Immediately after the abstract, provide 3-5 keywords, using American spelling and avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible. These keywords will be used for indexing purposes.

Introduction

State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.

Material and methods

Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described.

Results and Discussion

Results should be clear and concise. Do not duplicate data in both figures and tables. The results should be presented in a logical sequence in the text, tables and illustrations. The significance of the results of the work have to be shown. Avoid extensive citations and discussion of published literature.

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.

Acknowledgment

This section is **mandatory**. Collate acknowledgements in a separate section at the end of the article before the references and do not, therefore, include them on the title page, as a footnote to the title or otherwise. List here those individuals who provided help during the research

Acknowledgments of people, grants, funds, etc. should be placed in a separate section on the title page. The names of funding organizations should be written in full.

Conflict of interest

This section is **mandatory**. Authors should provide a conflict of interest, even if they have no competing interests to declare. In this case, they can use the phrase, "The authors declare that they have no known competing financial interests or personal relationships that could have appeared to influence the work reported in this paper." or any similar sentence.

Subdivision - numbered sections

Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...) 1.2, etc. (the abstract is not included in section numbering).

Formatting of funding sources

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding. For example:

This work was supported by the Institute name [grant No. XXXX].

Units

Follow internationally accepted rules and conventions: use the international system of units (SI). If other units are mentioned, please give their equivalent in SI. Temperatures should be given in degrees Celsius.

Abbreviations for units should follow the suggestions of the British Standards publication BS 1991. The full stop should not be included in abbreviations, e.g. m (not m.), ppm (not p.p.m.); % and '/' should be used in preference to 'per cent' and 'per'. Where abbreviations are likely to cause ambiguity or might not be understood easily by an international readership, units should be spelled out in full.

Text Formatting

Manuscripts should be submitted in Word.

- Use a normal, plain font (e.g., 10-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).

Headings

Please use no more than three levels of displayed headings.

Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

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.

Figures

Photographs, charts and diagrams are all to be referred to as "Figure(s)" and should be numbered consecutively in the order to which they are referred. All illustrations should be clearly marked with the figure number. The figure(s) should be submitted in a separate file.

Figure Captions

Ensure that each illustration has a caption. A caption should comprise a brief title (**not** on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used. Figure captions should be placed on separate page(s) at the end after references.

Tables

Please submit tables as editable text and not as images. Tables should be placed on the separate page(s) at the end after figure caption(s) page. Number tables consecutively in accordance with their appearance in the text and place any table notes below the table body. Be sparing in the use of tables and ensure that the data presented in them do not duplicate results described elsewhere in the article. Please avoid using vertical rules and shading in table cells.

Supplementary materials

Supplementary material such as applications, images and sound clips, can be published with your article to enhance it. Submitted supplementary items are published exactly as they are received. Please submit your material together with the article and supply a concise, descriptive caption for each supplementary file. If you wish to make changes to supplementary material during any stage of the process, please make sure to provide an updated file. Do not annotate any corrections on a previous version. Please switch off the 'Track Changes' option in Microsoft Office files as these will appear in the published version.

References

Citation in text

Please ensure that every reference cited in the text is also present in the reference list (and vice versa). References should be numbered in order of appearance and indicated by a numeral or numerals in square brackets—e.g., [1] or [2,3] or [4–6].

References must be numbered in order of appearance in the text (including citations in tables and legends) and listed individually at the end of the manuscript. We recommend preparing the references with a bibliography software package, such as EndNote, Reference Manager or Zotero to avoid typing mistakes and duplicated references. Include the digital object identifier (DOI) for all references where available.

Citations and references in the Supplementary Materials are permitted provided that they also appear in the reference list here.

In the text, reference numbers should be placed in square brackets [] and placed before the punctuation; for example [1], [1–3] or [1,3]. For embedded citations in the text with pagination, use both parentheses and brackets to indicate the reference number and page numbers; for example, [5] (p. 10), or [6] (pp. 101–105).

1. Author 1, .; Author 2, Title of the article. *Abbreviated Journal Name* **Year**, *Volume*, page range.
2. Author 1, Author 2, Title of the chapter. In *Book Title*, 2nd ed.; Editor 1, A., Editor 2, B., Eds.; Publisher: Publisher Location, Country, **Year**; Volume 3, pp. 154–196.
3. Author 1, A.; Author 2, B. *Book Title*, 3rd ed.; Publisher: Publisher Location, Country, **Year**; pp. 154–196.
4. Author 1, A.B.; Author 2, C. Title of Unpublished Work. *Abbreviated Journal Name* stage of publication (under review; accepted; in press).
5. Author 1, A.B. (University, City, State, Country); Author 2, C. (Institute, City, State, Country). Personal communication, **Year**.
6. Author 1, A.B.; Author 2, C.D.; Author 3, E.F. Title of Presentation. In Title of the Collected Work (if available), Proceedings of the Name of the Conference, Location of Conference, Country, Date of Conference; Editor 1, Editor 2, Eds. (if available); Publisher: City, Country, **Year** (if available); Abstract Number (optional), Pagination (optional).
7. Author 1, A.B. Title of Thesis. Level of Thesis, Degree-Granting University, Location of University, **Date of Completion**.
8. Title of Site. Available online: URL (accessed on Day Month Year).

Proofs

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