

# Instructions for Authors

**ALL MANUSCRIPTS AND REFERENCES MUST CONFORM TO *FPT* GUIDELINES UPON SUBMISSION IN THE *FPT* SYSTEM. FAILURE TO FOLLOW THESE GUIDELINES MAY RESULT IN REJECTION.**

## SCOPE OF THE JOURNAL

*Food Protection Trends (FPT)* is a bi-monthly publication of the International Association for Food Protection. It is targeted toward persons working in industry or regulatory agencies, individuals teaching in the field of food science, or anyone interested in food safety and food protection.

The major emphases include:

- news of activities and individuals in the field;
- news of the Association affiliate groups and their members;
- new product information;
- research reports as well as practical technical articles on food protection;
- excerpts of articles and information from other publications of interest to the readership.

## SUBMITTING ARTICLES AND OTHER MATERIALS

All manuscripts (general or peer-reviewed) or other acceptable material for publication should be submitted to IAFP's Website at <http://www.foodprotection.org/publications/food-protection-trends/>, then click on online submission.

From the drop-down menu, choose general or peer-reviewed for the submission.

Please place the Email address, mail@allenpress.com and IP address, 198.115.92.0/23 in your accepted Email list since you will receive communication from that address. Contact Dr. Catherine Nettles Cutter, Scientific Editor (cnc3@psu.edu) if you have any questions regarding the online submission process. Prospective authors with questions about the suitability of their material for publication are invited to request an opinion from the Scientific Editor.

## TYPES OF ARTICLES

Readers of *FPT* are people working in the food industry and regulatory agencies, as well as teachers and researchers. *FPT* publishes a variety of papers for food safety professionals. Research and general interest manuscripts, and short opinion papers are appropriate for publication in *FPT*. Research papers are peer-reviewed. Other types of papers will be

reviewed by the Scientific Editor, but are not published as peer-reviewed articles, unless requested by the author.

## Research Articles

*FPT* regularly publishes papers resulting from research related to various aspects of food safety and protection. These papers should be of interest to our members, whether they are in academia, industry, or government positions.

## General Interest or Review Articles

*FPT* publishes papers that are of practical technical interest to most IAFP Members. These papers include topics such as the organization and application of food safety and quality control programs, methods for solving food safety and protection problems, and experiences resulting from such activities.

Presentations at affiliate and annual meetings can be adjusted to make them appropriate for *FPT* publication

## Manuscripts of a Sensitive Nature

All involved in food production, processing, distribution, food service, and retail – including members of IAFP are greatly concerned with bioterrorism and food defense. Manuscripts dealing with such sensitive issues are expected to approach the subject from a preventive stance and not provide a "how-to" guide. An unusually rigorous review policy governs the evaluation of manuscripts submitted for publication in journals printed by IAFP to minimize the possibility that use of their contents may pose a threat to the food supply.

## LETTERS TO THE EDITOR POLICY

*FPT* invites Letters to the Editor. Letters commenting on articles printed in this publication are subject to review by the Scientific Editor before acceptance.

Letters to the Editor are limited to no more than five double-spaced pages. The author of the article that is the focus of the letter is provided the opportunity to respond to the comments. This response is sent back to the author of the letter, who is then given the option of continuing with the publication process or withdrawing the Letter to the Editor. If the letter is withdrawn, neither it nor the author's response will be published. If not withdrawn, both the Letter to the Editor and the author's response will be published in their

entirety. Please send all Letters to the Editor as an Email attachment to: [cnc3@psu.edu](mailto:cnc3@psu.edu).

## **BOOK REVIEWS**

Authors interested in writing a formal review of a published book can contact the editor to indicate their interest in submitting a written book review, including the pertinent information on the book- book title, name of the author(s) or editor(s), and the publisher. This information should help the editor to decide if the proposed book review is within the scope of the FPT.

The Book review should be well written, informative and have a word limit, typically 200-500 words. The review should summarize the content including comments on strengths and weaknesses, writing style, useful features of the book (illustrations, tables, figures, further reading, etc.), valuable or unique contribution to the field, etc. The review should include the reviewer's assessment and recommendation for reading.

## **PREPARATION OF ARTICLES**

The Scientific Editor assumes that the senior author has received proper clearance from his/her organization and from co-authors for publication of the manuscript.

All parts of manuscripts, including references, tables, table captions, footnotes, and figure legends must be typed, double-spaced, in at least 12-pt. type. EndNote material will not be accepted. Manuscripts must be in Word. Page margins on all sides must be at least 1 in. (2.5 cm) wide. Lines throughout the manuscript must be numbered sequentially (i.e., not restarted on each page) to facilitate review of papers; however, final revised manuscripts must NOT have line numbers. Number all pages, including tables and figures. *FPT* uses English conventions of spelling and punctuation.

Manuscripts are divided into sections, which must be arranged in the following order:

### **TITLE PAGE**

### **ABSTRACT**

### **INTRODUCTION**

### **MATERIALS AND METHOD**

### **RESULTS**

### **DISCUSSION**

### **ACKNOWLEDGMENTS**

### **DECLARATION OF GENERATIVE AI AND AI-ASSISTED TECHNOLOGIES IN THE WRITING PROCESS**

### **REFERENCES**

### **FIGURE LEGENDS TABLES**

### **FIGURES**

## **SUBHEAD TEXT**

All subhead text should be on a separate line, lowercased and boldfaced.

Except for the Title Page and Introduction, all of these sections should have separate headings, which should appear in the manuscript worded exactly as stated above. Subheadings should be on a separate line and boldfaced. Paragraph text should be indented.

Third-order subheadings will not be accepted.

*FPT* follows many of the recommendations for manuscript preparation in the *ASM Style Manual*, 2nd ed., 1991, published by the American Society for Microbiology. Authors will find useful guidance concerning scientific nomenclature, abbreviations, numbers and measurements, English, references, tables, and figures, as well as a helpful bibliography. For further reference, see *Scientific Style and The Format: The CBE Manual*, 6th ed., Cambridge University Press, 1994, as well as *The Chicago Manual of Style*, 15th ed., University of Chicago Press, 2003 and the bibliographies in these guides. This information is also available under References at <https://journals.asm.org/writing-your-paper#references>.

## **ORGANIZATION OF RESEARCH ARTICLES**

### **TITLE PAGE**

The title of the manuscript should appear at the top of the first page. It should be as brief as possible, contain no abbreviations, and be indicative of the subject of the manuscript. Avoid expressions such as "Effects of," "Influence of," "Studies on," etc.

Full names and, for each author, addresses of the institution(s) or organization(s) where the work was done should appear on the title page. When authors are affiliated with more than one department or unit within an institution or with more than one institution, superscript numbers are used to indicate each author's address. Footnotes can be used to give the present addresses of authors who are no longer at the institution(s) where the work was done. A footnote asterisk(\*) should be placed after the name of the author to whom correspondence about the paper and proofs should be sent. The E-mail address and telephone and facsimile numbers of this author should be provided at the bottom of the page. No text of the manuscript should appear on the title page.

### **ABSTRACT/SUMMARY**

The Abstract or Summary should appear on a separate page directly following the title page and should not exceed 200 words. It should summarize the contents of the manuscript and be meaningful without the reader having to read the

remaining pages. The Abstract should not contain references, diagrams, tables or unusual abbreviations.

## INTRODUCTION

The Introduction should provide the reader with sufficient background information to evaluate the results of the research without an extensive review of literature. The rationale and objectives of the study should also be included.

## MATERIALS AND METHODS

Sufficient information should be provided to allow other researchers to repeat the experiments described in the paper. If reference is made to a method published elsewhere that is not readily available to most readers, details should be included. Sources (company, city, state or country) of chemicals, bacterial strains, reagents and equipment must be identified.

## RESULTS AND DISCUSSION

The Results section provides a synopsis of the data in text format, supported by tables and figures. Tables and figures must be numbered in the order in which they are mentioned in the text. All tables and figures must be cited in the text, but tables and figures reporting results should not be cited in the Materials and Methods section. Extensive interpretation of the results as they relate to the literature should be included.

## CONCLUSIONS/RECOMMENDATIONS

Conclusions or recommendations based on the results should be included in this section.

## ACKNOWLEDGMENTS

Acknowledge financial and personal assistance (sources other than your institution) or any potential conflicts of interest.

## USE OF AI-ARTIFICIAL INTELLIGENCE

*Note: This information has been adapted from the Journal of Food Protection Author Instructions found at: <https://www.sciencedirect.com/journal/journal-of-food-protection/publish/guide-for-authors>.*

The following guidance only addresses the writing process, and not the use of AI tools to analyze and draw insights from data as part of the research process.

When authors use generative AI and AI-assisted technologies in the writing process, authors should only use these technologies to improve readability and language. Application of the technology should be done with human oversight and control, and authors should carefully review and edit the result, given that AI can generate authoritative-sounding output that can be incorrect, incomplete, or biased.

AI and AI-assisted technologies should not be listed as an author or co-author or be cited as an author. Authorship implies responsibilities and tasks that can only be attributed to and performed by humans.

In the manuscript, authors should clarify the use of AI and AI-assisted technologies in the writing process by following the instructions below. Please note that authors are ultimately responsible and accountable for the contents of the work.

## Disclosure instructions

Authors must disclose the use of generative AI and AI-assisted technologies in the writing process by adding a statement at the end of their manuscript in the core manuscript file, before the References list. The statement should be placed in a new section entitled 'Declaration of Generative AI and AI-assisted technologies in the writing process.'

Statement: During the preparation of this work, the author(s) used [NAME TOOL / SERVICE] in order to [REASON]. After using this tool/service, the author(s) reviewed and edited the content as needed and take(s) full responsibility for the content of the publication.

Note: The above-mentioned statement does not apply to the use of basic tools for checking grammar, spelling, references, etc. If there is nothing to disclose, there is no need to add a statement.

## REFERENCES

- All references must be double spaced.
- References should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication."
- Number and order the references alphabetically, between references and within each reference, by the last names of the authors.
- Order references chronologically only when all authors' names are the same.
- Only the first author's name and initials are inverted. Coauthors should be listed by first name or initials, then last name. A space must separate all author initials, (A. B., not A.B.)
- Names of governments/organizations must be spelled out and placed in alphabetical order by name. Do not use acronyms such as EPA, FDA, and USDA.
- All references must be cited in the text by italicized numbers in italicized parentheses, with a space between the numbers of the references: (3, 7, 22). Lists of references should be in numerical order.

- Journal names are italicized and abbreviated according to the style of BIOSIS.
- References may be made to papers that are in press, i.e., that have been accepted for publication. References for papers not yet published should be listed by the authors' names, as "submitted for publication," "accepted for publication," or "in press." The Editor reserves the option of requesting copies of such papers if needed to evaluate the manuscript in question.
- Remove bibliographic field codes to alleviate issues in editing the references.
- Examples of different types of references are given below.

#### ***Paper in journal***

Byelashov, O. A., P. A. Kendall, K. E. Belk, J. A. Scanga, and J. N. Sofos. 2008. Control of *Listeria monocytogenes* on vacuum-packaged frankfurters sprayed with lactic acid alone or in combination with sodium lauryl sulfate. *J. Food Prot.* 71:728–34.

#### ***Paper in book***

West, D. I., and L. B. Bullerman. 1992. Physical and chemical separation of mycotoxins from agricultural products, p. 52–57. In J. E. Smith (ed.), *Mycotoxins and animal feed stuffs*, vol. 4. CRC Press, Boca Raton, FL.

#### ***Book by author(s)***

Cramer, M. M. 2006. Food plant sanitation: Design, maintenance, and good manufacturing practices. CRC Press, Boca Raton, FL.

#### ***Book by editor(s)***

Doyle, M. P., and L. R. Beuchat (ed.). 2007. Food microbiology: fundamentals and frontiers. Third Edition. ASM Press, Washington, D.C.

#### ***Patent***

Yee, J. J., and C. C. Hunt. 2003. Processed cheese with improved firmness using cross-linking enzymes. U.S. Pat. 7,267,831. Sept. 4.

#### ***Publication with no identifiable author or editor***

Anonymous. 1998. Guide to minimize microbial food safety hazards for fresh fruits and vegetables.

U.S. Department of Health and Human Services, Food and Drug Administration, Center for Food Safety and Applied Nutrition, Washington, D.C.

#### ***Unpublished data, personal and electronic communications***

References citing "personal communication" or "unpublished data" are discouraged, although it is recognized that sometimes their use is unavoidable. An author may be asked to provide evidence of such references. If the communication was done via Email, the citation should include the name of the person who sent the message, the date, the subject, the sender's E-mail address, and availability (if appropriate).

Notaro, J. 13 June 1994. Banned in the USA

[E-mail:jnotaro@ukans.edu]. Available from: the author at Smith@odo.msoe.edu.

If the subject is not available, the message should be listed as a Personal Communication.

Sofos, J. N. 3 January 2001. Personal communication [E-mail:jsofos@ceres.agsci.colostate.edu].

#### ***Web citations***

Include author, date, title, availability information, and accession date.

Anonymous. 19 February 2000. Avis du Centre national de reference des Listeria de l'Institut Pasteur [press release]. Available at: <http://www.agriculture.gouv.fr/actu/doss/com190200.htm>. Accessed 27 January 2002.

U.S. Food and Drug Administration. 2008. Guidance for industry: Guide to minimize microbial food safety hazards of fresh-cut fruits and vegetables. Available at: <http://www.cfsan.fda.gov/~dms/prodgui4.html>. Accessed 15 March 2008.

Wang, S. L., and G. C. L. Chu. 2001. Evaluation of modified atmosphere packaging systems for retaining freshness of Ontario's fruit and vegetables. Available at <http://gov.on.ca/>.

OMAFREA.../archives/researchfund/ofpdocs/ fp4041.html. Accessed 9 November 2001.

#### **ORGANIZATION OF REVIEW OR GENERAL INTEREST PAPERS**

Review or general interest papers must have a title page, a summary in place of an abstract and overview section in place of an introduction. The remainder of the text is then divided into appropriate sections with headings and subheadings. An acknowledgment section may come at the end of the text, followed by the references as described for a research paper.

#### **PREPARATION OF TABLES**

If tables are submitted, the format must be an editable Word document, not an image. Each table, comprising the title, body, and footnotes, must be typed double-spaced on a

separate page from the body of the paper. Number tables consecutively as cited in the text. The title must be brief but fully descriptive of the information in the table. Headings and subheadings must be concise; abbreviations may be used. Use of vertical rules is allowed and only three full horizontal rules: under the title, under the box heads, and at the bottom of the table. Use italic superscript letters for footnotes. Like data in columns reads down, not across. A well-organized table should be understandable without extensive reference to the text.

## PREPARATION OF ILLUSTRATIONS, PHOTOGRAPHS, AND FIGURES

*FPT* allows liberal use of illustrations (graphics, drawings) and photographs, finding that these increase the appeal of the journal to readers. Submitted manuscripts must have all illustrations, photographs, and figures incorporated in the same electronic file as the text of the manuscript.

When electronic figures are submitted, the preferred formats are high resolution JPEG, TIFF, EPS, or PDF. The following native application file formats are also acceptable: Adobe Photoshop, Adobe Acrobat,

Illustrator, and InDesign. The resolution required for halftone and color images is a minimum of 300 pixels per inch (ppi); resolution for line art should be 1,200 ppi. Please note that images in GIF format are not acceptable for printing. Digital color files must be submitted in CMYK mode.

Embed fonts when using Photoshop, Illustrator and other graphics programs. If you do not embed your fonts, and we do not have them in our library, your figure will not convert to PDF.

The figure legend and figure should be placed within the manuscript file following the References. Type the figure legend at the top of the page, then place your figure. Each figure and legend should be on a separate page. Number each consecutively as cited in the text. Figures containing multiple components (e.g., 1A, 1B, 1C, etc.) should have all components

on the same page, with appropriate labels. Place the figure number on the upper right hand corner of the page. Data presented in figures must not be repeated in the tables. A well-prepared figure should be understandable without reference to the text of the paper.

### Photographs

Photographs that are submitted should have sharp images, with good contrast. Photos should be submitted as a high resolution eps or jpg files. Photographs will be printed in color.

## COMMON ABBREVIATIONS

Frequently used acceptable abbreviations are given below. For further details on abbreviations, see the current edition of the ASM Style Manual. Note that a period is used with some but not all abbreviations. Abbreviations of non-SI units (e.g., atm) must be followed by the corresponding converted quantity and SI unit in parentheses: 1 atm = 101.29 kPa. (Exception: lb/in<sup>2</sup>.)

ångström, Å  
 atmosphere, atm  
 base pairs, bp  
 British thermal unit, BTU  
 calorie, cal  
 centimeter, cm  
 CFU (never spelled out: colony-forming units)  
 cubic centimeter, cm<sup>3</sup>  
 day (never abbreviated)  
 degree Celsius, °C  
 degree Fahrenheit, °F  
 diameter, diam  
 enzyme-linked immunosorbent assay, ELISA  
 equivalent weight, equiv wt  
 fluid ounce, fl oz  
 foot (feet), ft  
 gallon, gal  
 gram, g  
 gravity, g  
 hour(s), h  
 inch, in.  
 international unit, IU  
 intramuscular, i.m.  
 intraperitoneal, i.p.  
 intravenous, i.v.  
 kilocalorie, kcal  
 kilogram, kg  
 kilometer, km  
 lethal dose, median, LD50  
 liter (no abbreviation)  
 logarithm (base 10), log  
 logarithm (base e), ln  
 lumen, lm  
 lux, lx meter, m  
 microequivalent, µeq  
 microgram, µg  
 microliter, µl  
 micrometer, µm

micromole,  $\mu\text{mol}$   
milliequivalent, meq  
milligram, mg  
milliliter, ml  
millimeter, mm  
millimolar, mM  
minute(s), min  
molar, M  
mole, mol  
most probable number, MPN  
nanometer, nm  
normal, N  
number, no.  
parts per billion, ppb  
parts per million, ppm  
percent, %  
PCR (never spelled out: polymerase chain reaction)  
pound, lb  
pounds lbs  
pounds per square inch, lb/in<sup>2</sup>  
Pulsed-Field Gel Electrophoresis (PFGE)  
revolutions per minute, rpm  
second, s  
species (singular), sp.  
species (plural), spp.  
specific activity, sp act  
UV (never spelled out: ultraviolet)  
volume, vol  
weight, wt

## **POLICY ON COMMERCIALISM**

Manuscripts submitted for consideration for publication in *FPT* are not to be used as a platform for commercialism or the promotion of branded products or services. References to branded products or services, except as may be warranted by scientific merit and research data or as are necessary for the understanding, evaluation, and replication of the work described, are to be avoided. However, scientific merit should not be diluted by proprietary secrecy. The excessive use of brand names, product names, logos or trade names, failure to substantiate performance claims, and the failure to objectively discuss alternative methods, processes, products and equipment may be considered indicators of commercialism. Disclosure and acknowledgment of both funding sources and any conflicts of interest by the authors is encouraged. In general, the spirit and principles of the International Association for Food Protection Policy on Commercialism also apply to manuscripts submitted for consideration of publication in *FPT*. The Scientific Editor shall,

at his or her sole discretion, determine whether a submitted manuscript violates this policy on commercialism.

## **PLAGIARISM POLICY**

Food Protection Trends does not allow any form of plagiarism. Plagiarism is considered to be a serious breach of scientific ethics by the Journal. Incidents of plagiarism in a manuscript or published paper whether detected or reported, will be dealt with severely in accordance with the International Association for Food Protection Policy on Plagiarism (<https://www.foodprotection.org/upl/downloads/library/policy-on-plagiarism.pdf> ).

## **REVIEW PROCEDURE**

Membership of the author in the Association is not a prerequisite for acceptance of a manuscript for publication. Non-member scientists are invited to submit papers for consideration for publication.

The Scientific Editor assumes that the corresponding author has received proper clearance from his or her organization and from all co-authors prior to review and publication of the paper. It is also assumed that the paper is not being considered for publication in any other journal or publication. The manuscript number assigned at the time of submission must be included for identification in all future correspondence and on the revised manuscript. Manuscripts are accepted for publication only after they have been reviewed by two or more members of the Editorial Board or by others with the requisite expertise. After review, the manuscript is returned to the author for revision in accord with suggestions made by the reviewers and the Editor. Authors can hasten publication of their papers by submitting well-written manuscripts conforming to *FPT* style and by revising and returning manuscripts promptly. If, after review of a manuscript is completed, the author chooses to withdraw rather than to revise the paper, the Scientific Editor must be notified promptly. If the author does not respond within two months after a reviewed paper is returned, the paper will be considered withdrawn. Authors are notified by E-mail when a manuscript has or has not been accepted for publication. Page proofs of accepted manuscripts are sent to the author for correction.

They should be proofread carefully according to the instructions attached and returned within four days. Authors will be charged for major revisions to their page proofs.

Authors are responsible for the scientific accuracy of their papers. *FPT* assumes no responsibility for errors made, including those that may be made in the copyediting process, or conclusions reached by authors.

## **COPYRIGHT**

When manuscripts are published, they become the copyrighted property of *FPT* and the International Association for Food Protection. No part of the publication may be reproduced or transmitted in any form, or by any means, electronic or mechanical, including photocopy, recording, or any information storage and retrieval system, except in limited quantities for the non-commercial purposes of scientific or educational advancement, without permission in writing from the Production Editor.

#### **MANUSCRIPT PUBLICATION CHARGE**

IAFP does not charge to publish general interest or peer-reviewed publications in *FPT*. If extensive formatting changes are required by IAFP staff, authors will be charged a penalty. The charge will be \$300.

#### **REPRINTS**

Reprints of a paper may be ordered by the author when the page proofs are returned. Reprint orders must be received prior to the printing of the issue of the journal in which the paper is published. An appropriate form for this purpose is attached to the proofs. Paper or electronic reprints are available. The cost varies according to the number of pages in a paper and whether or not covers are ordered. No free reprints are provided.

#### **INDEXES**

Food Protection Trends is indexed in Agricola, FSTA, CAB Abstracts, ProQuest and Ebsco.

#### **CORRESPONDING ADDRESS**

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#### **ENGLISH LANGUAGE AND COPYEDITING SERVICES**

Manuscripts submitted to scholarly journals are sometimes rejected, not on the basis of their science but because of poor readability. This is especially true of manuscripts submitted by non-native speakers

of English. We encourage authors to ensure their manuscripts are carefully edited for readability and correct use of the English language prior to submission.

A number of professional language and copyediting services, some of which are listed below, that may be of assistance to you. Provision of these sources does not imply *FPT's* endorsement of any individual or agency. Professional

qualifications and compensation must be discussed directly with the editing service that you contact.

<http://www.aje.com/us/>

<http://www.proof-reading-service.com/en/journal-editing/>

<http://www.editage.com> <http://www.prof-editing.com/>

<http://www.internationalscienceediting.com/>

<http://www.asiascienceediting.com/>