

Instructions for Manuscript preparation

Typing:

The text should be double-spaced throughout on A4 paper with margins on all sides of approximately 3 cm. Pages and lines must be numbered consecutively throughout the entire text, starting with the title page. Characters to be printed in italic, bold, or small capital letters should be entered using the features of the word processing software. Use italic font for non-English terms, scientific names of organisms and mathematical parameters and variables, including statistics, but do not apply italic to Anglicized terms such as 'et al.'.

Title page:

The first page of the manuscript must contain the following information: (1) the title, (2) the full name(s) of the author(s), (3) the affiliation(s) of the author(s), (4) abstract of 250 words or less in a single paragraph, and (5) up to five keywords.

Use superscript numbers to link authors' names and affiliations and an asterisk to indicate the corresponding author as shown in the example below.

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Text:

The text of the article should be divided into the following sections: Introduction, Materials and Methods, Results, Discussion, Acknowledgments, References, and Appendices. Sections of the manuscript may differ slightly depending on the submission type.

Units of measurement:

Use metric units unless otherwise required. All specifications of measurements must follow the SI system. All biological and chemical terms should follow current standards

for international nomenclature. Use the italic "l" for liter, °C for temperature (do not use a Fahrenheit scale), etc.

Insert space between numbers and units (i.e., 3 min, 40 µg/ml, and 50 ha), but do not between numbers and symbols such as "%" and "°C" (i.e., 3%, 20°C, and \$100). Use "%" only with numerals and in tables and figures. Otherwise, use the word "percentage" (e.g., percentage of forest cover).

Tables:

Tables must be numbered consecutively with Arabic numerals.

Each table should have a brief and self-explanatory title. Any explanation essential to the understanding of the table such as abbreviations should be given as a footnote below the table.

Vertical lines should not be used to separate columns. If necessary, additional space should be used to separate columns.

Figures:

Figures (drawings and photographs) must be numbered consecutively with Arabic numerals. Figure legends should be brief and self-explanatory and should be placed in a separate section at the end of the text.

Figures should be in the desired final size and should match the size of either the column width (8.0 cm) or the printing area (16.4 × 23.4 cm). The publisher reserves the right to reduce or enlarge figures.

Figure parts should be identified by lowercase roman letters (a, b, etc.).

Color figures will always be published in color.

References

All publications cited in the text should be given in a reference list following the text. Citations of "unpublished results" or papers "in preparation" should be included in the text but not in the reference list. Articles cited in the text should be referred to by the surname of the author with the year of publication in parentheses without a comma in between the name and year. If there are more than two authors, only the first author's name is given followed by et al. In the reference list, surnames and initials of all authors

should be given, and the references should be listed alphabetically by the first authors' surnames. Use the following examples for citations in the text:

(Tanaka et al. 2010)

(FAO 2011)

(Angelsen and Lund 2011)

Use the following examples when arranging the references:

a. Journal articles

Tanaka S, Lattirasuvan T, Nakamoto K, Sritulanon C, Sakurai K. 2010. Soil fertility under various types of upland farming in northern Thailand: Case study of a village located in a transitional zone of hill evergreen and mixed deciduous forests. *Tropics* 18: 185-199.

b. Books

[FAO] Food and Agriculture Organization of the United Nations. 2011. *Global forest resources assessment 2010: main report*. FAO, Rome.

c. Edited books

Angelsen A, Lund JF. 2011. Designing the household questionnaire. In: Angelsen A, Larsen HO, Lund JF, Smith-Hall C, Wunder S (eds) *Measuring livelihoods and environmental dependence*. Earthscan, London. 107-126.

d. Electronic materials

Scheer MB. 2011. Mineral nutrient fluxes in rainfall and throughfall in a lowland Atlantic rainforest in southern Brazil. *Journal of Forest Research* 16(1): 76-81.
DOI: 10.1007/s10310-010-0222-9.

[OECD] Organisation for Economic Co-operation and Development. 2012. *Promoting growth in all regions*. OECD Publishing.
<http://dx.doi.org/10.1787/9789264174634-en> (cited October 1, 2018).

e. Foreign language

Published English translation can be used with reference to the original language in brackets. Titles in languages that do not use the Latin alphabet and do not have a published English translation can be transliterated, for example, by applying the Pinyin system to Chinese, and the Hepburn or Modified Hepburn system to Japanese. An English translation of the title should be shown in brackets following the original title.

For production

After acceptance of the paper, the author is responsible for preparing files for publication. The file name should include the table/figure number and the reference number. Text, Table and Figure files are prepared as follows:

Text:

Submit in Microsoft Word format.

Tables:

Submit all tables as separate files in Microsoft Excel format.

Figures:

Submit all figures as separate files. Drawings and texts shall be saved in vector format. Please note that color figures will be printed in color. Please refer the charge for color prints and PDF files on Submission Form.

Proofreading

Proofreading is the responsibility of the authors. Authors should make their proof corrections (formal corrections only) on a printout of the supplied PDF file, checking that the text is complete and that all figures and tables are included. Substantial changes in content, e.g., new results, corrected values, title, and authorship, are not allowed without the approval of the responsible editor.

Offprints

Offprints may be ordered in lots of 50 for an additional fee.