

REVIEW PAPER

Instructions for review paper:

Your paper should be consisted of following four general sections:

Numeration	Headings
1	Introduction
2	The body of the paper* (not a heading title within a paper)
3	Conclusions
4	References

*See example below

Example for heading titles in review paper:

Paper headings titles
1. Introduction
2. Hygienic production of H-1 lubricants
2.1 Raw materials
2.2 Contamination
2.3 How to approve the use of H-1 lubricants
3. Conclusions
4. References

What Goes into Each Section?

Section of the paper	What it should contain?
1. Introduction	<ul style="list-style-type: none"> ➤ Make it brief. ➤ Grab the reader's interest while introducing the topic. ➤ Explain the "big picture" relevance. ➤ Provide the necessary background information.
2. Body of the Paper <div style="background-color: #cccccc; padding: 2px;">Important notes:</div> <ul style="list-style-type: none"> ➤ <i>There is no heading title Body of the paper</i> ➤ <i>Each heading in this section should have different title</i> ➤ <i>Numeration of the different heading titles in the Body of the paper section starts with 2, and each new heading proceed with successive numbering as: 2.1, 2.2, 2.3 etc (see example above)</i> 	<ul style="list-style-type: none"> ➤ Describe important results from recent/previous primary literature articles. ➤ Explain how those results shape the current understanding of the topic. ➤ Mention the types of experiments done and their corresponding data (by you or other authors), but do not repeat the experimental procedure step by step. ➤ Point out and address any controversies in the field. ➤ Use figures and/or tables to present your own synthesis of the original data or to show key data taken directly from the original papers.
3. Conclusions	<ul style="list-style-type: none"> ➤ Summarize your major points succinctly. ➤ Point out the significance of your results. ➤ Discuss the open questions that remain in the area and future directions ➤ Keep it brief. <div style="background-color: #cccccc; padding: 2px; text-align: center;">Important note:</div> <ul style="list-style-type: none"> ➤ Do not include irrelevant material.
4. References (Literature cited)	<ul style="list-style-type: none"> ➤ Literature references should be numbered and listed in order of citation in the text. ➤ In the text, enclose reference numbers in square brackets, e.g. [1], [2], [3], ... etc. ➤ Typically, at least 8-10 references are required. <div style="background-color: #cccccc; padding: 2px;">Important notes:</div> <ul style="list-style-type: none"> ➤ Avoid references to works that have not been peer-reviewed. Avoid using endnotes or footers.

PAPER ELEMENT RULES

Tables

If applicable, you should present Table/s in your manuscript. The Tables have to be cited in the text consecutively.

Example 1- In order to prevent the growth of Legionella spp. different hot and cold water temperatures are required (Table 1)

Example 2 – In Table 2 is presented

- Each **table needs a short descriptive title above it (Arial font size 9, bold)** and **should be numbered consecutively with Arabic numerals** (see *Table title in the example below*).
- **Table column headings** should clearly define the data presented.
- If necessary, suitably **identified footnotes (font Arial size 8)** should be typed below the table and should be referred to **by superscript lowercase letter**.

Table from example (with footnote)

Table 1. Water temperatures required in hot and cold water systems in order to prevent the growth of Legionella spp.

Water system	Safe operating temperature
Hot water storage (calorifier)	At least 60°C
Hot water distribution	At least 50°C
Cold water storage and distribution	*20°C or below

*Impossible in the tropics and very difficult elsewhere in the summer months. The first objective must always be to keep the system clean and to avoid water stagnation.

Important notes:

- If applicable, take care to include all the units of measurement.

Figures

Figures (photographs, illustrations, diagrams and schemes) need to be cited in the text consecutively.

Example 1- Taking a lubrication survey is a must (Figure 1).

Example 2 – In the Figure 2 is shown

- Figures **should be numbered consecutively with Arabic numerals** in order to which they are referred.
- Make sure that the **Figure caption** (text explaining figure) **is included after the figure or image** (below it) and **written in font Arial size 9, bold**.
- Each figure or group of Figures should be planned to fit, after appropriate reduction, into the area of either one or two columns of text. The **maximum finished size of a Figure is 8.0 cm width** (*Example – Figure 1*). Be careful about the details which should be visible in this given size (*Bad example – Figure 2*).
- **Figures should be also sent in electronic form as TIFF or JPG files with minimum 300 dpi or higher resolution.**

Figure examples



Figure 1. Taking a lubrication survey

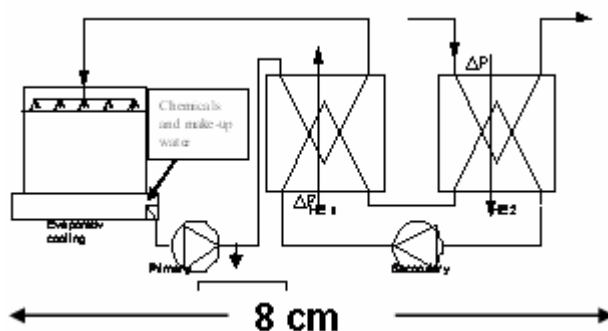


Figure 2. Cooling method with cooling tower loop

Units

The **SI** (Système Internationale d'Unités) for quantities and units **should be used throughout the whole text**. If nomenclature is specialized, nomenclature section should be included at the end of the manuscript, giving definitions and dimensions for all terms.

The **names of chemical substances** should be in accordance with the *Le Système Internationale d'Unités* - SI. The results of elemental analyses of organic compounds should be given in the following form:

- Anal. C₁₂H₁₆O (176.26).
- Calc'd: C 81.77; H 9.15; O 9.08 %.
- Found: C 81.63; H 9.36; O 9.01 %.

When a large number of compounds have been analyzed, the results should be given in tabular form.

The **names of microorganisms** should be given in *italic* lettering.

Microorganisms are named using binomial nomenclature (viruses are exceptions)

Binomial nomenclature employs the names of the two lower level taxa, genus and species, to name a species

Conventions when using binomial nomenclature include:

- Genus comes before species (e.g., *Escherichia coli*).
- Genus name is always capitalized (e.g., *Escherichia*).
- Species name is never capitalized (e.g., *coli*).
- Both names are always italicized (e.g., *Escherichia coli*).
- The genus name may be abbreviated but only used in conjunction with the species name (i.e., *E. coli*)

When naming microorganism strain name the genus name comes first, species name second and strain name last and never capitalized. Everything should be *italicized* except prefix subsp. (e.g. *L. lactis* subsp. *lactis*).

- When Author do not identify species fully, than the abbreviation "sp." in the singular or "spp." in the plural in place of the specific epithet can be used (ex. *Salmonella* spp.). In this case, the name of the genus is written in italic, and sp. and spp. are written in normal font (see previous bracket ex).

Citations

It is essential **to credit published papers** for work mentioned in your manuscript.

When citing in the text the surname of **one or two authors may be given** (example: Wirtanen and Raaska [6]), whereas in case of more than two authors they should be quoted only the name of first author *et al.* (example: Lelieveld *et al.* [2]).

Important notes:

- In text citations should refer to reference list.
- Do not rewrite title of references in text.

Abbreviations

Use standard abbreviations (e.g. hr, min, sec, etc) instead of writing complete words.

- **Define all other abbreviations the first time they are used**, and then **subsequently use only the abbreviation** [e.g. Ampicillin resistant (AmpR)].
- As a general rule, **do not use an abbreviation unless a term is used at least three times in the manuscript**.

- With two exceptions (the degree symbol - e.g. 10⁰ C and percent symbol - e.g. 1%), a space should be left between numbers and the accompanying unit (e.g. 1 cm).
- For litre is used abbreviation L and not l (e.g. 1 L, 1 mL etc).
- In general, abbreviations should not be written in the plural form (e.g. 1 mL or 5 mL, not mLs).
-

References

Literature references should be:

A. **Numbered with Arabic numerals in square brackets** and

B. **Listed in order of citation in the text.**

C. In general when writing reference:

- Author(s) Surname Name (first letter) (year - in brackets). Title (in italic). Journal, Book, Chapter (**see below for details for specific source**)

References should be cited as follows:

Books:

[1] EHEDG Document No.2, Third Edition (2004). *A method for the assessment of in-place cleanability of food processing equipment.*

[2] Lelieveld M. L. H., Mostert A. M. and Holah J. (Eds). (2005). *Handbook on hygiene control in the food industry.* Woodhead Publishing Ltd, Cambridge, UK.

[3] Chum H., Baizer M. (1985). *The Electrochemistry of Biomass and Derived Materials*, ACS Monograph 183, American Chemical Society, Washington, DC, pp. 134–157.

Book chapters:

[4] Timperley, D. A. and Lawson, G. B. (1979). *Test rigs for evaluation of hygiene in plant design.* In: Jowitt R. (ed.), *Hygienic design and operation of food plant.* Ellis Horwood Publishers, Chichester, 79 106.

Journals:

[5] Graßhof A. (1980). *Studies on the flow behaviour of fluids in cylindric dead spaces in pipeline systems.* Kieler Milchwirtschaftliche Forschungsberichte 32 (4), pp. 273-298.

Scientific meetings:

[6] Wirtanen G. and Raaska L. (2005). *Food safety regulations, standards and guidelines in Europe.* In 36th R3-Nordic Symposium & 5h European Patenteral Conference, Linköping, Sweden, pp.151-160.

Standards:

[7] DIN 11851 (1998). *Fittings for the food, chemical and pharmaceutical industry - Stainless steel screwed pipe connections - Design for rolling in and welding-on.*

Online citation:

For the **web references**, as a minimum that should be given are the **full URL and the date when the citation is accessed**. Any further information, if available (author names, dates, reference to a source publication, etc.) should also be given.

Example:

[8] Jensen B. B. B. and Friis A. (2003). *Critical wall shear stress for the EHEDG test method.* Chemical Engineering and Processing, 43

<URL:http://www.sciencedirect.com/science?_ob=ArticleURL&_udi=B6TFH-492058Y1&_user=10&_coverDate=07%2F31%2F2004&_rdoc=1&_fmt=high&_orig=gateway&origin=gateway&_sort=d&_docanchor=&view=c&_searchStrId=1739002169&_rerunOrigin=google&_acct=C000050221&_version=1&_urlVersion=0&_userid=10&md5=01d8a56c3edfe7f72149dee479345c5b&searchtype=a. Accessed 16 July 2004.