

Aims and Scope

Established in 1850 by the Swiss Forestry Society, the Swiss Forestry Journal (SFJ) publishes papers on all aspects of forests and forestry, with particular emphasis on papers supporting the dialogue between researchers and practitioners. The goal of the Swiss Forestry Journal is to develop forestry science and its applications by keeping scientists and professionals informed of new knowledge and developments in the many facets of forestry: forest ecology, soils and hydrology, silviculture, management, engineering, economics, urban and community forestry, protection of forests, natural hazards and risk management, nature conservation and forest biodiversity, wildlife management, history, policy, economic and social sciences, remote sensing and inventory, education and communication, wood and non-wood products and ecosystem services.

Geographically SFJ focuses on Central Europe.

Articles published in SFJ present, in a readable style, new and state of the art knowledge, research, practical applications, ideas, and methods. Topics of limited research scope should include a discussion of their consequences for practitioners.

Manuscripts must not have been previously published and must not be under consideration for publication elsewhere. An exception to this rule may be made for articles published in an ISI journal which have special interest for practitioners in Central Europe. Such articles should be re-worked according to the JFS Guidelines.

The Journal publishes 6 issues annually. All members of the Swiss Forestry Society receive the Journal as a benefit of membership. Individual and institutional subscriptions are also available.

Publication languages

SFJ publishes articles in French and German. Articles in English or Italian may be

accepted exceptionally in the sections Perspectives and Knowledge.

Sections

SFJ is divided into four sections: Perspectives, Knowledge, Notes and News.

Perspectives

The Perspectives section includes articles on research or practice which link different research areas or analysis of goals and strategies which are important for the forest sector (maximum length: 8 printed pages).

These articles should encourage an exchange of ideas between the various fields of knowledge; offer readers insight into recent research and debate in the forestry field; suggest directions for future research; provide insights and reading material for teaching use; and address issues relating to the forestry profession.

The Perspectives section includes some shorter articles similar in style to essays (maximum length 6 printed pages). These are characterised by the fact that they may contain clearly stated personal opinions. They should contribute to innovative policies, opinion-making and opening up of the sector. They may also take a critical look at broader social developments.

Knowledge

The Knowledge section contains results of research or of practice. Articles should improve readers' knowledge in the area concerned, with new results, supported by facts (maximum 8 printed pages).

Notes

The Notes section contains short articles (maximum 4 printed pages) arising from forestry practice or research, addressing experiments, developments or intermediate results, which are of interest to readers. For instance, actors from the private sector or the administration can use this section to inform readers of developments and projects, as well as new applications in forestry, or researchers may present intermediate results of interest to practitioners.

News

The News section contains several subsections: Latest, Readers Letters, Reviews and

Swiss Forestry Society. In the Latest subsection, news of the trade, travel and congress reports and product reviews will be printed. In the News section it is also possible to publish letters to the editor, as well as obituaries for society members and important forestry personalities. Letters to the editor may have a maximum length of 3000 characters, obituaries and reviews 4000 characters (including spaces).

Thematic Issues

Several times a year SFJ devotes an issue to a specific theme. The aim of these issues is to take up current themes in depth. The editorial approach and these guidelines also apply to thematic issues.

The organization of a thematic issue (concept, choice of authors, review process and drafting) is in principle entrusted to a guest editor with the necessary skills and background. Thematic issues of more than 35 pages imply a contribution to printing costs by the theme organiser, of at least CHF 600 for each extra page.

Special Issues

Special issues are published outside the regular series of 6 magazines a year. They are characterised by the fact that they differ from the standard editorial approach either regarding the readership, the theme or the geographical focus. That is why they require a complete coverage of the costs by the organiser. It is not possible to print a monograph as a special issue. Special issues include, if possible, the four sections (Perspectives, Knowledge, Notes and News). The guidelines for the sections are also valid for special issues.

Editorial Policies

Rights and Duties of Authors

Editors and reviewers are requested to treat all submitted manuscripts in strict confidence during the review process. Papers are formally released by authors before printing. Significant corrections to the galley proof will be billed to the author (200 CHF/hour). After publication authors will receive their PDF file and

10 free issues. Additional issues can be ordered for CHF 2.50 per issue.

Authors may submit to SFJ articles which have already appeared in an ISI journal, as long as the focus is on practical implications and central Europe. Several contributions may be combined into one article for this purpose. The original article must be properly cited in the second, and made available to the editors of SFJ. Simultaneous submission of an article to SFJ and another journal is not allowed. By submitting the article, the author confirms that it satisfies the requirements of SFJ.

The lead author must be authorized by the co-authors to approve publication in SFJ.

The author retains the right to republish the contribution elsewhere, on condition that its initial publication in the Swiss Forestry Journal is clearly cited. When providing a hyperlink to this work, the author must refer only to the official web site of the Swiss Forestry Journal (www.szf-jfs.org).

Rights of Editors

Papers are accepted or rejected by the editor, who may make minor changes to subheadings, text, figures or tables. Major changes will be discussed with the corresponding author.

Rights of Publisher

The copyright to the paper is transferred to the Swiss Forestry Society by acceptance of the article for publication. The copyright transfer covers the exclusive right to reproduce and distribute the article, including reprints, translations, photographic reproductions, microform, electronic form (offline, online) and secondary information sources such as abstracting and indexing services including data bases, or any other reproductions of similar nature.

Articles in the Perspectives, Knowledge and Notes sections are also published in the SFS online archive (www.szf-jfs.org). Each article in the Perspectives and Knowledge sections receives its own DOI number, while the articles in the Notes section of each edition have a joint DOI number.

Review Process

The articles in the Perspectives (excluding essays) and Knowledge sections go through

a review process. The aim of the review process is to ensure the quality of each individual article, to make sure that they are relevant to practitioners' needs and to assist the editorial staff in their decision-making concerning the acceptance or refusal of a manuscript.

The manuscripts are judged by the following criteria: thematic direction, contribution in terms of knowledge and originality, links to practice, comprehensibility, appropriate methodology, precise presentation of the results, clarity of conclusions, appropriate illustrations and figures, relevance of the bibliographical references. The assessment is carried out with checklists. The reviewers are given four weeks for their examination. The authors may suggest possible reviewers to the editorial staff but the editorial staff is not bound by the suggestions when making their choice.

During the revision process, the author must respond to the remarks of the reviewers and of the editorial staff, and indicate how they will be addressed. Rejection of the remarks must be justified.

Essays and articles in the Notes section are not subject to review, but will be checked by the editorial staff, for content and language.

Instructions for Authors

Submission of Papers

New and revised articles should be submitted electronically by email (PDF, 1 file only). On receipt of the paper, a confirmation email will be sent to you. Papers should be typed double spaced with continually numbered lines for all parts.

Accepted Papers: will be sent electronically by email or via a server, as follows:

- File with text including tables, figures and legends (docx format).
- Figures, each in a separate file.

Specific instructions for articles in the Perspectives and Knowledge sections

Length: Articles in the Perspectives and Knowledge sections may have a maximum length of 8 printed pages (equivalent of 32 000 signs, including spaces, abstracts and references). Essays may have a maximum of 6 printed pages (equivalent of 24 000 signs, including spaces, abstracts and references). Longer articles

may be accepted, if there is a contribution to the costs of CHF 600 per extra printed page (4000 extra signs).

Organization of Text: Manuscripts in general should be organized in the following order:

- Title
- Authors, with complete postal addresses of their organisation
- Phone and email of the corresponding author
- Three to six keywords (in English)
- Title and abstract in English
- Main part
- References
- Title and abstract in German
- Title and abstract in French

Title: The title must be precise and to the point, and fewer than 85 signs. A subtitle is not accepted.

Abstract: An abstract is a condensed version of the paper. It should mention the techniques used and the most important results. The abstract is divided into the following three sections: Background, Methodology and Principal Findings, Conclusions and Significance (for practitioners), even if these headings do not appear in the published article. Please do not include any citations in the abstract. Avoid specialist abbreviations. The abstract should be no longer than 250 words. The French, German and English abstracts have identical content, and always include the title of the article.

Main part: The main text is structured by headings and subheadings, and usually applies the following structure: introduction, material and methods, results, discussion, conclusions and significance (for practitioners). Other terms may be used for the headings of the sections. The SFJ uses first and second level subheadings only. The main text starts without a subheading. Subheadings are neither numbered nor lettered and must be no longer than 70 signs.

Articles for SFJ which have already appeared in an ISI journal must be reformulated to bring out the link with Central Europe and forestry practice. These articles should be succinct, as regards description of methods, provided they remain understandable. The original article must be cited in the introduction.

References: Limit the references to an acceptable minimum. References are indicated in brackets in the text, separated if necessary by commas. For example: (Miller 2000, Miller & Mueller 2000, Miller et al 2001). If one author has to be mentioned individually, it is possible to cite him outside brackets (for instance “Miller et al (2002) have shown ...”).

Only literature cited in the text should be included in the reference list and only such literature as has been published or accepted for publication. Abstracts of meetings have no place in the reference list. Conference papers and working papers may only be included in the reference list if they have a stable internet address. The “Digital Object Identifier” (DOI) may be added. Please use the ISI abbreviations for journals (<http://library.caltech.edu/reference/abbreviations>).

Sources shall be shown in the reference list according to the format of the PLOS Journals. When there are more than five authors, list the first five, followed by “et al”. Examples:

- Articles: KÜchli C, Blaser J (2011) Schweizer Waldpolitik – zwischen internationaler Verantwortung und nationalen Interessen (Essay). *Schweiz Z Forstwes* 162: 96–106. doi: 10.3188/szf.2011.0096
- Books: Bates B (1992) *Bargaining for life: A social history of tuberculosis*. Philadelphia: Univ Pennsylvania Press. 435 p.
- Book Chapters: Hansen B (1991) *New York City epidemics and history for the public*. In: Harden VA, Risse GB, editors. *AIDS and the historian*. Bethesda: National Institutes Health. pp. 21–28.
- Conference Papers: Rossmann J, Schluse M, Bücken A, Krahwinkler P (2007) *Using airborne laser scanner data in forestry management: A novel approach to single tree delineation*. www.isprs.org/proceedings/XXXVI/3-W52/Is2007.pdf (10.3.2011)

Figures and tables: the results should be supported by tables and graphs. Appropriate photos are welcome to illustrate the articles.

Abbreviations and units: Please keep abbreviations to a minimum. Define them upon first use in the text. We strongly encourage the use of SI units only.

Footnotes and Endnotes: The layout of the journal does not allow an extensive use of footnotes. Endnotes are not accepted.

Specific instructions for articles in the Notes section

Languages: In the Notes section only articles in German and French are possible.

Length: Articles for the Notes section may have a maximum length of four printed pages (equivalent of 16 000 signs, including spaces).

Structure of text: The manuscript should be structured as follows:

- Title
- Authors, with full address
- Telephone and email of corresponding author
- Overview
- Main part
- References
- Title and abstract in French (in German for articles in French)

Title: must be concise and to the point, and not exceed 85 signs. No subtitle.

Overview: the overview is a short introduction, stimulating the reader to continue. It should not exceed 100 words.

Main part: the main text is structured by the use of subheadings, and finishes with a conclusion. Only first level subheadings are allowed. The text starts without a subheading. The subheadings are neither numbered or lettered and must not exceed 70 signs.

References: a maximum of 5 references is allowed. Citations should be according to the guidelines for the sections Perspectives and Knowledge.

Title and abstract in French (or German, for articles in French): the abstract is a condensation of the article and will be published with the title in French. It may have a maximum of 200 words and must properly summarise the article. Authors who are practitioners may submit an abstract in German (in French), and the editors will arrange for translation.

Figures and tables: the articles should be illustrated in an attractive way by figures (photos or graphs) or tables.

Figures (graphs and photos)

If the article is accepted for publication, the author will be asked to supply high-resolution, ready-to-print versions of the figures.

Vector Graphics: Diagrams, drawings, schemata and maps are to be submitted as vector graphics. Accepted file types are the following: EPS, PS, AI, PDF (if necessary DOCX, XLSX, PPTX).

Raster Images: Photographs and other images must have a resolution of no less than 300 dpi at the size which will be used. Accepted file types are the following: TIF, JPG, BMP, PNG.

Combined images: Combined images use both vector and raster data. Common examples of combined images are anything with text laid over an image. Any text in a combined image should have a resolution of at least 600 dpi. If saving as a raster file (TIF, JPG, BMP), the resolution must be at least 600 dpi. Conversely, if saving as a vector file (PDF, EPS, AI), all included raster images must be at least 300 dpi.

Size of graphs: figures should have a width of 8 or 16 cm and a height of no more than 13 cm (without frame).

Colours and labelling: Use CMYK colors only. The main colour varies by section:

- Perspectives: C 80%, M 40%, Y 0%, K 30%
- Knowledge: C 0%, M 70%, Y 45%, K 45%
- Ntes: C 0%, M 40%, Y 100%, K 20%
- News: C 60%, M 0%, Y 60%, K 60%

Label your figure panels with Stone Sans, Helvetica or Arial bold font, 10 point. In the published version of the paper, figures will be sized to fit column widths (1 or 2 column widths). Figures should be designed so that the smallest font used in the final layout is 8 points. In vector file types only embedded fonts are used (special symbols and Greek characters will not reproduce properly unless you embed the fonts).

Tables

All tables must be cell-based, such as would be produced in a spreadsheet. Acceptable file types are DOCX, and XLSX

(not PDF). Cells in the tables cannot contain images, text boxes, tabs, or returns. All columns must have a header and sub-headers should always be in a separate row. Tables should not occupy more than one printed page.

Legends

All tables and figures have to be numbered and titled with a legend. They will be numbered in sequence. Legends must promote comprehension of the table or illustration without consulting the text. All

symbols and abbreviations must be explained in the legend. Cross references to figures and tables (for instance “see table x” or “see figure y”) should be inserted in the main text at the appropriate place. ■