

INSTRUCTIONS FOR AUTHORS (January 2013)

Scope of the Journal

The Turkish Journal of Engineering and Environmental Sciences is published 3 times a year by the Scientific and Technological Research Council of Turkey (TÜBİTAK) and accepts English-language manuscripts in all areas of engineering except earth sciences and electrical and electronics engineering. Contribution is open to researchers of all nationalities. Four types of papers are welcome: standard articles, technical notes, invited review papers, and letters to the editor.

Submission Process

All manuscripts must be submitted electronically via the Internet to the Turkish Journal of Engineering and Environmental Sciences through the online system for TÜBİTAK journals at <http://online.journals.tubitak.gov.tr/login.htm?MUH>. You will be guided stepwise through the creation and uploading of the various files. There are no page charges.

Papers are accepted for publication on the understanding that they have not been published and are not going to be considered for publication elsewhere. Authors should certify that neither the manuscript nor its main contents have already been published or submitted for publication in another journal. The copyright release form, which can be found at <http://journals.tubitak.gov.tr/genel/copyright.pdf>, must be signed by the corresponding author on behalf of all authors and must accompany all papers submitted. Please see the form for additional copyright details.

Manuscripts may be rejected without peer review by the editor-in-chief if they do not comply with the instructions to authors or if they are beyond the scope of the journal. After a manuscript has been accepted for publication, i.e. after referee-recommended revisions are complete, the author will not be permitted to make any changes that constitute departures from the manuscript that was accepted by the editor. Before publication, the galley proofs are always sent to the authors for corrections. Mistakes or omissions that occur due to some negligence on our part during final printing will be rectified in an errata section in a later issue. This does not include those errors left uncorrected by the author in the galley proof.

The use of someone else's ideas or words in their original form or slightly changed without a proper citation is considered plagiarism and will not be tolerated. Even if a citation is given, if quotation marks are not placed around words taken directly from another author's work, the author is still guilty of plagiarism. Reuse of the author's own previously published words, with or without a citation, is regarded as self-plagiarism. All manuscripts received are submitted to iThenticate®, a plagiarism checking system, which compares the content of the manuscript with a vast database of web pages and academic publications. Manuscripts judged to be plagiarised or self-plagiarised, based on the iThenticate® report or any other source of information, will not be considered for publication.

Preparation of Manuscript

Style and format: Manuscripts should be double-spaced with 3-cm margins on all sides of the page, in Times New Roman font. Every page of the manuscript, including the title page, references, tables, etc., should be numbered. All copies of the manuscript should also have line numbers starting with 1 on each consecutive page. Manuscripts should be written in English. Contributors who are not native English speakers are strongly advised to ensure that a colleague fluent in the English language or a professional language editor has reviewed their manuscript. Concise English without jargon should be used. Repetitive use of long sentences and passive voice should be avoided. It is strongly recommended that the text be run through computer spelling and grammar programs. Either British or American spelling is acceptable but must be consistent throughout.

Symbols, units, and abbreviations: In general, the journal follows the conventions of *Scientific Style and Format, The CSE Manual for Authors, Editors, and Publishers*, Council of Science Editors, Reston, VA, USA (7th ed.). If symbols such as \times , μ , η , or ν are used, they should be added using the Symbols menu of Word. Degree symbols ($^{\circ}$) must be used from the Symbol menu, not superscripted letter o or number 0. Multiplication symbols must be used (\times), not the letter x. Spaces must be inserted between numbers and units (e.g., 3 kg) and between numbers and mathematical symbols (+, -, \times , =, <, >), but not between numbers and percent symbols (e.g., 45%). Please use SI units. Generally, all numbers should be given as numerals (e.g., "In 2 previous studies..."); please consult the above-mentioned style manual for full details. All abbreviations and acronyms should be defined at first mention. Latin terms such as et al., in vitro, or in situ should not be italicised.

Manuscript content: Standard articles, describing advances in experimental studies and reporting new analytical or numerical solutions directly related to engineering problems, should be divided into logically ordered and numbered sections and should not exceed 6000 words. Principal sections should be numbered consecutively with Arabic numerals (1. Introduction, 2. Formulation of problem, etc.) and subsections should be numbered 1.1., 1.2., etc. Please see below for information about other types of manuscripts.

Title and contact information

The first page should contain the full title in sentence case (e.g., A unified model for fuel spray penetration), the full names (last names fully capitalised) and affiliations of all authors (Department, Faculty, University, City, Country), and the contact e-mail address for the clearly identified corresponding author.

Abstract

The abstract should provide clear information about the research and the results obtained, and should not exceed 200 words. The abstract should not contain citations.

Key words

Please provide no more than 5 key words or phrases to enable retrieval and indexing. Acronyms should be avoided.

Acknowledgements and/or disclaimers, if any

Names of funding organisations should be written in full.

References

Citations in the text should be identified by numbers in square brackets. The list of references at the end of the paper should be given in order of their first appearance in the text. All authors should be included in reference lists unless there are 10 or more, in which case only the first 10 should be given, followed by 'et al.'. Do not use individual sets of square brackets for citation numbers that appear together, e.g., [2,3,5–9], not [2], [3], [5]–[9]. Do not include personal communications, unpublished data, websites, or other unpublished materials as references, although such material may be inserted (in parentheses) in the text. In the case of publications in languages other than English, the published English title should be provided if one exists, with an annotation such as "(article in Turkish with an abstract in English)". If the publication was not published with an English title, cite the original title only; do not provide a self-translation. References should be formatted as follows (please note the punctuation and capitalisation):

Journal articles: Journal titles should be abbreviated according to ISI Web of Science abbreviations.

Banar M, Özkan A, Kulaç A. Choosing a recycling system using ANP and ELECTRE III techniques. *Turkish J Eng Env Sci* 2010; 34: 145–154.

Tejeet S, Gupta VK. Effect of anisotropy on steady state creep in functionally graded cylinder. *Compos Struct* 2011; 93: 747–758.

Books

Jones RM. *Mechanics of Composite Materials*. 2nd ed. Philadelphia, PA, USA: Taylor & Francis; 1999.

Stephens RI, Fatemi A, Stephens RR, Fuchs HO. *Metal Fatigue in Engineering*. 2nd ed. New York, NY, USA: Wiley; 2001.

Chapters in books

Derbyshire F, Jagtoyen M, Andrews R, Rao A, Martin-Gullon I, Grulke E. Carbon materials in environmental applications. In: Radovic LR, editor. *Chemistry and Physics of Carbon*, Vol. 27. New York, NY, USA: Marcel Dekker; 2001. pp. 1–66.

Gupta SK, Gupta SK, Hung YT. Treatment of pharmaceutical wastes. In: Wang LK, Hung YT, editors. *Handbook of Industrial and Hazardous Wastes Treatment*. New York, NY, USA: Marcel Dekker; 2004. pp. 63–130.

Conference proceedings

Vasudevan M, Finney CEA, Nguyen K, van Goor NA, Bruns DD, Daw CS. Stabilization and destabilization of slugging behavior in a laboratory fluidized bed. In: Heinschel KJ, editor. *Proceedings of 13th International Conference on Fluidized Bed Combustion*, Vol. 2. Orlando, FL, USA: ASME; 1995. pp. 1001–1014.

Theses

Nikiforov MP. *Interface induced electric phenomena at the nanoscale*. PhD, University of Pennsylvania, Philadelphia, PA, USA, 2008.

Other types of manuscripts

Technical notes: Should be of about 1500 words, presenting preliminary details of significant developments or extensions of a previous paper. Principal sections should be numbered consecutively with Arabic numerals and subsections should be numbered 1.1., 1.2., etc.

Review articles: By invitation only, covering the background, state of the art, and critical reviews of previous approaches to the solution of engineering problems. Principal sections should be numbered consecutively with Arabic numerals and subsections should be numbered 1.1., 1.2., etc.

Letters to the editor: Should not exceed 1000 words and should comment on previously published papers from the journal.

Tables and Figures

All illustrations (photographs, drawings, graphs, etc.), not including tables, must be labelled "Figure." Figures must be submitted both in the manuscript and as separate files.

All tables and figures must have a caption and/or legend and be numbered (e.g., Table 1, Figure 2), unless there is only one table or figure, in which case it should be labelled "Table" or "Figure" with no numbering. Captions must be written in sentence case (e.g., Macroscopic appearance of the samples.). The font used in the figures should be Times New Roman. If symbols such as \times , μ , η , or ν are used, they should be added using the Symbols menu of Word.

All tables and figures must be numbered consecutively as they are referred to in the text. Please refer to tables and figures with capitalisation and unabbreviated (e.g., "As shown in Figure 2...", and not "Fig. 2" or "figure 2"). The tables and figures themselves should be given at the end of the text only, after the references, not in the running text.

The resolution of images should not be less than 118 pixels/cm when width is set to 16 cm. Images must be scanned at 1200 dpi resolution and submitted in jpeg or tiff format.

Graphs and diagrams must be drawn with a line weight between 0.5 and 1 point. Graphs and diagrams with a line weight of less than 0.5 point or more than 1 point are not accepted. Scanned or photocopied graphs and diagrams are not accepted.

Charts must be prepared in 2 dimensions unless required by the data used. Charts unnecessarily prepared in 3 dimensions are not accepted.

Figures that are charts, diagrams, or drawings must be submitted in a modifiable format, i.e. our graphics personnel should be able to modify them. Therefore, if the program with which the figure is drawn has a "save as" option, it must be saved as *.ai or *.pdf. If the "save as" option does not include these extensions, the figure must be copied and pasted into a blank Microsoft Word document as an editable object. It must not be pasted as an image file (tiff, jpeg, or eps) unless it is a photograph.

Tables and figures, including caption, title, column heads, and footnotes, must not exceed 16 × 20 cm and should be no smaller than 8 cm in width. For all tables, please use Word's "Create Table" feature, with no tabbed text or tables created with spaces and drawn lines. Please do not duplicate information that is already presented in the figures.

Tables must be clearly typed, each on a separate sheet, and double-spaced. Tables may be continued on another sheet if necessary, but the dimensions stated above still apply.

Correspondence Address

Manuscripts can only be submitted through our online system. Other correspondence may be directed to:

E-mail: engineering@tubitak.gov.tr

or

Turkish Journal of Engineering and Environmental Sciences

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