



United Nations System Standing Committee on Nutrition

## UNSCN NUTRITION

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Please direct any queries to the UNSCN Nutrition Editor at [scn@fao.org](mailto:scn@fao.org)

**Submission:** Please submit your contributions by using the UNSCN Publications and Events Manager, located [here \(https://www.unscn.org/web/documents/\)](https://www.unscn.org/web/documents/). If you encounter difficulties in using the system, please inform the UNSCN Secretariat by sending an email to [SCN@fao.org](mailto:SCN@fao.org) with the title “Publications and Events Manager malfunction”. You will then be assisted in using the system.

**Biographical information:** Please include biographical information, including affiliation of all authors and email of corresponding author.

**Language and format:** Manuscripts should be submitted in Microsoft Word format, in English. In view of the fact that UNSCN publications are read and used by a variety of academic and professional individuals involved in nutrition, the style of the manuscript should be written in plain English (avoid colloquial expressions as well as professional jargon). Please refer to the preferred spellings guidance.

**Length:** When possible contributions should not exceed the following word count:

- Feature articles: 3,000 words
- Speakers’ Corner: 1,500 words
- Publications: 200 words

**Brief extract and key words:** With any feature article, please include a brief extract of 3-5 key point sentences stating the purpose of the paper, main findings, and principal conclusions. Please emphasize new and important aspects of the paper and five key words for indexing.

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**Tables and Figures:** Tables and figures should be submitted electronically in separate files (either in Excel, Word or high resolution image files such as JPEG and PNG).

**Links to the web:** The UNSCN Nutrition format offers online readers the opportunity to link directly from publication online. Therefore, please include relevant links in the body text either as hyperlinks or in brackets following the phrase to be linked. This is particularly relevant when specific organizations, institutions, programmes or projects are mentioned. Please remember that hyperlinks do not replace references.

**Referencing:** Please see the Reference Style guide overleaf.



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### REFERENCE STYLE

#### General guidance

- References should be listed single-spaced at the end of the manuscript.
- Where a quotation is used in the text, the page number of the reference should be provided.
- Please provide complete information for each reference, including full journal titles and complete list of authors: use of et al. should be avoided.
- Please limit your list of references to not more than 35 sources; also, please take care to reference important research findings, statistics and survey results.
- In the body text references should be listed using the author and year of publication (ie Barker 1994), without commas.

In the bibliography, please use the following style:

**Journal Article:** Green L, Lucas AL, Livingston M (1995) Relationship between early diet and subsequent cognitive performance during adolescence. *Biochemistry and Social Transaction* 23(4S): 376-9.

**Book:** Barker DJP (1994) *Mothers, Babies, and Disease in Later Life*. BMJ Publishing Group: London.

**Chapter in Edited Book:** Martorell R (1991) Maternal height as an indicator of risk. In Krasovec K and Anderson M (eds.) *Maternal Nutrition and Pregnancy Outcomes*. Pan American Health Organization: Washington DC.

**Conference Proceedings:** UNICEF/UNU/WHO/MI (1999) *Preventing Iron Deficiency in Women and Children: Technical Consensus on Key Issues*. Technical Workshop, October 7-9, 1998. International Nutrition Foundation and Micronutrient Initiative: Boston and Ottawa.

**United Nations Document:** WHO/UNICEF/ICCIDD (1999) *Progress Towards the Elimination of Iodine Deficiency Disorders (IDD)*. WHO/NHD/99.4 World Health Organization: Geneva.

**Government Report:** Nigeria (1990) The Tobacco Smoking (Control) Decree, Decree No.20. 25 June 1990. *International Digest of Health Legislation*, 1990, 41(4):640-1.

**General Report:** ACC/SCN (1997) *Third Report on the World Nutrition Situation*. ACC/SCN:Geneva.

**Unpublished Report:** World Health Organization (1988) *Guidelines for leishmaniasis control at regional and subregional level*. (unpublished document WHO-LEISH/88.25; available from Division of Control of Tropical Diseases, World Health Organization, 1211 Geneva 27, Switzerland).

**Personal Communications:** Beaton G (1999) Personal communication



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### PREFERRED SPELLING

This is a general guide to spelling used by UNSCN. British rather than American spelling is normally used. The general rule is to follow the spelling listed in the latest edition of The Concise Oxford dictionary. However, there are a number of exceptions, some of which are listed below.

When there is a choice between using the suffix –ize or –ise, ize is preferred. Foreign words are italicized. Hyphens are generally used for compound adjectives or only when an adverb might be mistaken for an adjective (little-used car vs. little used car); some compound words remain hyphenated irrespective of their grammatical use: Vice- President, Director-General, side-effect.

ageing	field test (n.), field-test (v.)	practice (n.), practise (v.)
agenda, plural agendas	fieldwork	prenatal
analyse antenatal antiretrovirals	fetal, fetus	preschool
behaviour	food-based and food-chain	program (computers only)
birth weight (but low-birth-weight infants)	formula (pl. formulae (scientific), formulas)	programme (all non-computer uses) realization
bottle-feeding breastfed	forty-two	
breastfeeding	fulfil, fulfilled, fulfilment	recognize re-examine
breast milk (but breast-milk substitute) caregivers, carer (not caretaker) century colour, coloration	globalization government (general)	seronegative, seropositive
cooperate coordinate cost-benefit cost sharing counsellor	Government of (particular country) haemoglobin	socioeconomic South-East Asia
cow milk/goat milk cross-section	health for all HIV-infected ill	Region south-west
database	health labelling labour	south-western States Parties
day care (but day-care centre)	labour intensive large-scale (adj.)	sub-Saharan
deadline decision-maker	long-term (adj.) low-cost	symposium (pl. symposia or symposiums)
decision-making defence	macroeconomics matrices	Triple A targeting underfives
diarrhoea	Member countries Member States	under way
eastern Europe (geo)	microeconomics nutrition-related	undernutrition underweight
Eastern Europe (political)	organization overemphasize	well-being
emphasize e-mail	overestimate overnutrition	well documented well funded
enrolment etiology favour	overweight	well known widespread
	P values	worldwide
	per cent (but % is usual)	/L
	percentage	/mg
	policy-maker	21st, 22nd 60s 70s 80s
		% not percent kcals