

DETAILED GUIDELINES FOR AUTHORS

1. General requirements

Manuscript submitted to Journal of Biotechnology is requested to prepare in accordance with the **Brief guide for manuscript writing and submission**, and **Detailed guidelines for authors** at the Website of the Journal: <http://vjs.ac.vn/index.php/vjbt>.

Manuscript is submitted online via the Journal Website. The electronic file of the manuscript is also requested to send to the Editorial Office e-mail. Submitted manuscript must be prepared using Microsoft® Word.

Table and Figure can be created using either Microsoft® Word or Excel, and supplied a clear caption. Figure is in JPEG format. Below are two options for the size of Table and Figure (including caption, if any):

1. Height is less than 21 cm; Width is less than 7.5 cm. or:
2. Height is less than 21 cm; Width is less than 15 cm.

Manuscript is typed in A4 paper. Top and bottom margins are 4.1 cm; left and right margins are 3 cm and 2.42 cm, respectively. Text is in Time New Roman font, 12 pt, 1.5 lines spacing.

Table, Figure and all symbols should be clearly prepared using Arial font, 8pt, 1 line spacing. Each part of a compound figure must be identified by capital letter A, B, C, etc (Arial font, 8pt)

Numbers, symbols, and abbreviations should not be used to begin sentences.

Author names and affiliations: Provide full names of authors and indicate all affiliations with a lowercase superscript letter immediately after the author's names and in front of the addresses (¹, ², etc) when different authors with different affiliations are presented in one manuscript.

Author for correspondence: Provide full name, telephone, fax and e-mail of corresponding author who is fully responsible for the manuscript and handle correspondence with the Editorial Office.

All manuscripts submitted to the Journal will be single-blind peer reviewed by members of the Editorial Board or other expert reviewers. At least 2 weeks from the submission date are needed for the full peer review to complete. The Editorial Office will send the Editor's decision together with the feedback provided by the peer reviewers to the corresponding author for revisions.

If revisions are a condition of publication, the authors will be asked to revise their manuscript within 1-2 weeks for a minor revision or 3-4 weeks for a major revision, and sent it back to the Office with cover letter including a point-by-point response to the comments of the Editorial Board and reviewers. Second revisions are permitted by the Editorial Board and the revised manuscript will be rejected if requirements are still not met.

If the manuscript is accepted for publication the corresponding author will be informed by the Editor and be allowed 2-3 days to final check the manuscript.

2. Structure of the manuscript

The manuscript is divided into main sections and subsections as follow:

TITLE (in Vietnamese and English, using CAPITAL LETTER): Title must be concise, informative and short (maximum 125 characters including spaces). Avoid using abbreviations, general or ambiguous terms such as: some results, studying on, etc.

SUMMARY (in Vietnamese and English): This should be between 250-300 words, no references, and provide necessary and sufficient information that will help readers understanding the main contents of the article. It should provide background of the work (1-3 lines), methods and results (5-7 lines), possible implications and conclusions (2-3 lines).

Keywords (in Vietnamese and English): List 5 - 7 keywords in alphabetical order (A → Z).

The English versions of Title, Summary, and Keywords must be reflected the Vietnamese versions and placed after the acknowledgements section.

INTRODUCTION: State the context, background with relevant and updated literature, and objectives of the work.

MATERIALS AND METHODS:

Provide full description of materials including its origin, the scientific name of an organism used in research. For equipment and chemicals, provide the name, company, and country of manufacture.

Provide the name, author, and reference of the standard or previously disclosed method. Describe briefly its main steps.

Provide the name, author, and reference of the improved method. Describe only relevant modifications.

Provide sufficient information of the new method to allow the work to be duplicated.

RESULTS AND DISCUSSION:

Results should be logically and concisely presented. Illustrate by clear Figure and Table.

Discuss the potential implications of the results and compare with previous studies. Highlight future research directions.

Deposit nucleic acid/ protein sequences in EMBL/GenBank/DDBJ database and provide its accession number in the article. Illustrate only specific regions of sequence if needed.

CONCLUSION: This section should be presented in a short paragraph and not be bulleted or numbered. Avoid duplication with other parts.

Acknowledgements: *Place after the Conclusion to recognize the contribution of funding agencies and individuals who has assisted in the work but not named in the author section.*

REFERENCES

Articles listed in the references must be published or accepted for publication. Master thesis, Ph.D. dissertation, unpublished or confidential data must not be included in the references.

In the manuscript, papers are cited by the name of the first author followed by *et al.*, and the year of publication in parentheses (). If there are two authors, list both the first and second author's names and use comma (,) to separate them (e.g., Andersen *et al.*, 2002; Sambrook, Russell, 2001). In text citations, the comma (,) between the names of two authors or "*et al.*" should be replaced by "and", or "and others" accordingly, and year of publication should be put in parentheses () (e.g., Sambrook and Russell (2001)..., ...Andersen and others (2002)...

List references in alphabetical order (A → Z) and do not number. Name of international journal must be abbreviated following the list of journal in Pubmed Website: http://www.ncbi.nlm.nih.gov/books/NBK3827/table/pubmedhelp.T.journal_lists/ but deleted all dot (.) in the abbreviation. Names of national journals, books, and other documents should be cited in full.

References are cited as follows:

Article: Sanger J, Nicklen S, Coulson AR (1977) DNA sequencing with the chain-termination inhibitors. *Proc Natl Acad Sci USA* 74: 5463-5467.

Book: Sambrook J, Russell DW (2001) *Molecular Cloning. A Laboratory Manual*, 3rd ed. Cold Spring Harbor Laboratory, Cold Spring Harbor, NY.

Book with chapters, articles: Voytas DF, Boeke JD (2002) *Tyl and Ty5 of Saccharomyces cerevisiae*. In Craig NL, Claigie R, Gellert M, Lambowitz AM, eds. *Mobile DNA II*. ASM Press, Washington, DC: 631-632.

- *Patent, nucleic acid/protein sequence, proceeding of the conference, and others:* Consult the Instruction for Authors of the particular international journal.

3. Figure and Table (Arial font, size 8 pt, 1 line spacing)

Figure (including *image, diagram, graph, etc*) and Table must be prepared carefully, met the Journal's quality and format standards.

Resolution of at least 600 dpi for color images or 1200 dpi for black and white ones are required.

Each Figure or Table must have a brief legend appeared above the Table or below the Figure. Do not create Figure or Table if the data is not much and just explain or present data in text. Also do not provide bad quality or lack of information images such as: map of the vector, equipment, bacterial colony, gel electrophoresis of DNA extraction, amplification, and restriction enzyme analyses, full sequences of nucleic acid or protein, etc. Only provide images with sharp DNA/RNA/protein bands if needed.

4. Scientific terms, abbreviations, symbols, and units of measurement

Specific scientific terms should be used in English format (e.g.: acid, amino acid, allele, chlorine, DNA, RNA, glucose, lactose, lipid, locus, nitrate, nitrogen, nucleotide, oxygen, peptide, phosphorus, phosphate, primer, virus, etc.).

If several terms need to be abbreviated, a list of abbreviations should be created and placed after the Keywords section.

Terms, scientific names, and units of measurement should be abbreviated following national and international standards (e.g., Time: second - s, minute - min, hour - h; Weight: ng, μg , mg, μg , g, kg; Length/ Height: nm, μm , mm, cm, m, km; Volume: mL, L, m^2 , m^3 ; Molecular weight: Da, kDa; Nucleotide sequence length: bp, kb; Mole: M; Temperature Celsius: $^{\circ}\text{C}$; Temperature Kelvin: K; Calorie: cal; Kilocalorie: kcal; Gauss: G; Ampere: A; Volt: V; round/minute: rpm, etc.). Do not need to define abbreviations for units of measurement.