



## Author Guidelines

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## EDITORIAL TEAM

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## EDITORIAL OFFICE CONTACT DETAILS

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## AIMS AND SCOPE

*Plants, People, Planet* aims to publish outstanding research across the plant sciences, placing it firmly within the context of its wider relevance to people, society and the planet. We therefore encourage scientists to consider carefully the impact or potential impact of their research on people's daily lives, on society, and on the world in which we live. We welcome submissions from all areas of plant and fungal sciences, from ecosystem studies to molecular genetics, and particularly encourage interdisciplinary studies, for instance within the social and medical sciences and chemistry and engineering.

Plant science is a rapidly-moving field, and as such, *Plants, People, Planet* offers a platform for new and emerging plant science subject areas that have the potential for societal impact. To highlight the impact or potential impact of the research to society all submissions should be accompanied by a 'societal impact statement'.

## MANUSCRIPT CATEGORIES

*Plants, People, Planet* will consider a number of article types. Where appropriate, authors can include supporting information which will be published in addition to the full-text article.



**Research articles** report complete studies that provide new and valuable insights into plant science. Research articles should be in the region of 3500–4000 words, with up to 60 references and 6–8 display items. Submissions should be organized as outlined below under ‘Format’.

**Brief Reports** highlight preliminary findings of research in progress or a case report of particular interest. Brief Reports are usually in the region of 1500 words, with 20 references and 2 display items.

**Review articles** are critical reviews of the literature, including systematic reviews and meta-analyses. Should be in the region of 4000 words, with up to 6 display items.

### Forum

We publish a number of articles in our Forum section, which is intended as a lively and accessible arena for all aspects of research on plant science in its broadest sense.

**News and Commentary:** includes pieces of general interest or commentary of relevance to the wide plant science community. Such pieces are commissioned, however, we welcome suggestions for contributions to this section of the journal, please contact [ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk), to suggest a piece.

**Flora Obscura:** will highlight recent ‘discoveries’ in the world of plants, for instance new species, new unusual insights into the biology of plants, especially plant-animal interactions and plant-microbe interactions.

**Editorial articles are usually commissioned but unsolicited material may be considered. Please** contact *Plants, People, Planet* Central Office if you wish to propose an editorial piece ([ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk)).

**Letters to the Editor** are welcomed. These should be no more than 500 words, with up to one display element and no more than 10 references. Letters to the Editor can be comments on articles previously published in the journal.

*Plants, People, Planet* welcomes proposals for **Special Issues** and **Special collections** on topics of interest to our readers. Suggestions and informal enquiries can be directed to the Managing Editor at [ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk).

## PREPARING YOUR SUBMISSION

### Presubmissions

If you are unsure whether your paper falls within the scope of *Plants, People, Planet* you may submit a presubmission enquiry; send the abstract of your paper, together with a covering letter outlining the work’s aims, to the Managing Editor ([ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk)).

### Cover Letters

Authors should provide a cover letter upon submission which should indicate what aspects of plant science the work addresses and the nature of its societal impact.

### Format



Text should be 1.5-line spaced and a consistent font should be used throughout. Lines and pages should be numbered (to aid review use continuous numbering for lines). Both American and British English are acceptable if used consistently.

On the first page, include a concise and informative title, authors, contact details and affiliations.

Please arrange research articles under the headings Summary, Key words, Societal Impact Statement, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, Author Contribution and References.

The Summary for research articles must not exceed 250 words and should be organized using four bullet points to indicate (1) the research conducted or aims, including the rationale, (2) methods, (3) key results and (4) the main conclusion, including the key points of discussion. It should not contain citations of other papers. For reviews, keep to the word limit, but bullet points do not apply.

Five to eight key words (in alphabetical order) must be given at the end of the Summary.

#### Societal Impact Statement

Please provide a societal impact Statement to accompany your manuscript. Statements should provide a brief and direct description of the impact of the research or findings on society, policy and/or practice or what new insights the work provides. The Statement should be approximately 100 words.

#### References

References should be formatted using the author-date method whereby the author's last name and the year of publication for the source should appear in the text, for example, (Smith, 2017) and (Jones, Smith and Green 2017). The complete reference list be ordered alphabetically according to surname at the end of the article. A DOI should be provided for all references where applicable.

Work that is 'in press' should only be cited if the work has been accepted by a named journal. All other references (including submitted papers and abstracts, personal communications and personal observations) must be cited in the text as unpublished and should not be included in the reference list.

Examples references are given below.

##### References to a book

Allen, S. E. (1974). *Chemical analysis of ecological materials*. Oxford: Blackwell Scientific Publications .

##### References to a journal article

Rimington, W. R., Pressel, S., Duckett, J. G., & Bidartondo, M. I. ( 2015 ). Fungal associations of basal vascular plants: reopening a closed book? *New Phytologist*, 205 ( 4 ), 1394–1398 .

#### Tables

Tables should be self-contained and complement, not duplicate, information contained in the text. They should be supplied as editable files, not pasted as images. Legends should be concise but comprehensive – the table, legend, and footnotes must be understandable without reference to the



text. All abbreviations must be defined in footnotes. Footnote symbols: †, ‡, §, ¶, should be used (in that order) and \*, \*\*, \*\*\* should be reserved for P-values. Statistical measures such as SD or SEM should be identified in the headings.

### Figures

Although authors are encouraged to send the highest-quality figures possible, for peer-review purposes, a wide variety of formats, sizes, and resolutions are accepted. [Click here](#) for the basic figure requirements for figures submitted with manuscripts for initial peer review, as well as more detailed post-acceptance figure requirements.

Figures submitted in colour will be reproduced in colour online free of charge..

### Figure Legends

Legends should be concise but comprehensive – the figure and its legend must be understandable without reference to the text. Include definitions of any symbols used and define/explain all abbreviations and units of measurement.

### Supporting Information

Data that are integral to the manuscript but impractical to include within the full text and typeset article (e.g., large-scale data sets and videos) may be presented as Supporting Information (SI). All data that are directly relevant to, and necessary for support of the central claims and conclusions of the article, must be presented in the manuscript itself. It may include tables, figures, videos, datasets, etc.

Supporting information should be supplied as one collated PDF file, and a Microsoft Word template for SI is available, please contact [ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk).

### English-language editing service

Authors for whom English is a second language may choose to have their manuscript professionally edited before submission to improve the English. All services are paid for and arranged by the author, and use of a language-editing service does not guarantee acceptance or preference for publication.

## SUBMITTING YOUR MANUSCRIPT

Please prepare your article according to the instructions outlined in this document.

Go to the *Plants, People, Planet* ScholarOne Manuscripts site (<http://mc.manuscriptcentral.com/plantspeopleplanet>) to make a submission. Please note that submission must be done from the *Plants, People, Planet* ScholarOne Manuscripts account belonging to the Corresponding Author.

Enter the Author Centre and click 'submit a new manuscript'. Progress through the screens, inputting your manuscript information, Summary and covering letter. Input each author named on your manuscript; please check whether your co-authors already have a *Plants, People, Planet* ScholarOne Manuscripts account as it is essential to use their registered email address to avoid creation of duplicate accounts. You are also welcome to nominate up to six potential reviewers. There are instructions to guide you all the way through, and you can break off at any point in the process and come back to it later. Everything is saved automatically whenever you click on 'next'.

The final stage is the upload of the manuscript:



Main document (text, tables and figure legends) in Microsoft Word or Rich Text Format.

Figures (separate figure files).

Supporting Information to be published in addition to the full text article (see the Supporting Information section for further information).

It is possible to upload other file types such as LaTeX files and QuickTime movies. For more information on file types see the 'Author File Upload Tips' provided by ScholarOne (<http://mchelp.manuscriptcentral.com/gethelpnow/guides.htm>).

All main document and figure files uploaded will be combined into a single PDF and also into a tagged HTML proof for peer review. The original files that you upload will be saved and can be accessed by the journal office if necessary. Note: if the manuscript text and figures are submitted as PDF files the HTML tags will not work and figures will not be labelled.

Note: authors submitting revised articles or resubmitted articles, should ensure that a version with tracked changes visible is submitted, accompanied by a 'clean' version where changes have been accepted.

Complete the submission process by clicking 'Submit', after which you will receive an automatic Submission Confirmation email, which includes your manuscript number.

If you encounter any technical difficulties, click on 'Get Help Now' when in ScholarOne Manuscripts or simply contact [ppp@lancaster.ac.uk](mailto:ppp@lancaster.ac.uk).

## THE REVIEW PROCESS

All manuscripts are allocated to a relevant member of the Editorial board, who determines whether the paper should go forward to peer review. Those that are not sent for external review will be returned at this stage; we make every effort to do this as quickly as possible.

Manuscripts sent out for review will, typically, be assessed by two or three independent reviewers. Authors may nominate potential reviewers, but we do not guarantee that these individuals will be invited to review. These should not generally have been coauthors or collaborators within the past 3 years, nor should they have any other conflict of interest. If authors wish to request the exclusion of certain reviewers specific justification must be provided the Editor's consideration.

### Decisions

Editors make a final decision based on the reviewers' advice balanced with the editorial policy of the journal to: accept subject to revision, advise major revision (where it is likely that substantial revisions will bring the paper up to *Plants, People, Planet* standards), reject with resubmission encouraged or reject (where the work typically has technical problems and/or fails to meet our standards). Revised manuscripts must be received by the date stated by the Editor in the decision letter; if received after this date, the manuscript will be treated as a new submission. Revised manuscripts may be sent for further review, at the Editor's discretion. All resubmitted manuscripts will be treated as new submissions and undergo the full review process.

Wiley's guidelines for reviewers can be found [here](#).



## **EDITORIAL POLICIES AND ETHICAL CONSIDERATIONS**

Articles will be sent for review if the Editorial Board determines that the paper meets the appropriate quality and relevance requirements. Specific editorial and ethical policies are below.

### **Authorship and publication policies**

Authors are required to ensure that articles submitted to *Plants, People, Planet* meet the ethical standards required of scholarly research. These ethical standards include, but are not limited to, the rights of any author to be associated with his or her own work; submitted papers should be the work of the submitting author(s) and authors should ensure that the work of others is properly cited and full credit is given where appropriate. Submitted articles should not be under review or previously published elsewhere. Submitting authors will be asked to confirm that all individuals entitled to authorship have been named and have approved the final version of the submitted manuscript during the submission process; email addresses should be provided for all authors, and all listed authors will be sent confirmation of the submission. Any allegations of unethical or fraudulent publishing practices will be fully investigated by the journal.

### **Author Contributions**

Each article should include an Author Contributions section detailing the contribution of each author to the submitted manuscript including their input into the following aspects of the work: design of the research; performance of the research; data analysis, collection, or interpretation; and writing the manuscript. Please include this section after the Acknowledgements section. Please note that any requests to change the author list after submission need to be submitted to the editorial office in writing and the agreement of all co-authors will be sought.

### **Data and materials policy**

*Plants, People, Planet* requires authors to ensure that data and materials integral to the paper are available to readers in a form which allows for verification and replication of the results in the paper. Where feasible, data should be included as part of the article or as supporting information, however if this is not possible, we expect authors to make use of public data repositories and include the appropriate links and identifiers within the article. It is the strict requirement of the journal that authors will agree to make their data and materials available to readers upon reasonable request, and corresponding authors will be reminded of this at acceptance stage. Please note that this policy also applies to any custom software described in the paper.

Nucleotide sequence data must be deposited in the EMBL/GenBank/DDBJ Nucleotide Sequence Databases, and the appropriate accession numbers included in the article. Authors will be asked to provide this information at submission and reminded once again about this requirement at acceptance stage. Authors including microarray data should comply with MIAME recommendations (for guidance see <http://fged.org/projects/miame>).

### **Conflict of Interest**

*Plants, People, Planet* requires that all editors, authors, and peer reviewers disclose any potential sources of conflict of interest. Any interest or relationship, financial or otherwise, that might be perceived as influencing objectivity is considered a potential source of conflict of interest. These must be disclosed when directly relevant or indirectly related to the work that the authors describe in their manuscript. Editors should, generally, not have been coauthors or collaborators within the past 5 years with any of the authors of the manuscript being reviewed.



## Publication Ethics

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## ORCID

*Plants, People, Planet* requires the submitting author (only) to provide an ORCID iD when submitting a manuscript. For more information, please click [here](#).

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## Early View

As soon as any *Plants, People, Planet* article is complete and final, it is published via Wiley's *Early View* service. A unique Digital Object Identifier (DOI, see [www.doi.org/fag.html](http://www.doi.org/fag.html) for information)



allows the article to be cited at this point, although once the article is included in an issue, volume and page numbers can be used as usual. Please note that *Early View* articles are complete and final, therefore changes cannot be made after publication.

#### **SUBMISSION CHECKLIST**

Is your manuscript prepared according to *Plants, People, Planet* style as set out in this Author Guidelines document?

Is the text 1.5-spaced, are the pages numbered and is continuous numbering used for lines?

On the front page have you included the title, authors and addresses, correspondence details, word counts and the number of tables, figures and supporting information?

For research papers is your summary no more than 250 words and is it organized using four bullet points to indicate (1) the research conducted, including the rationale, (2) methods, (3) key results and (4) the main conclusion, including key points of discussion?

Are the references and in-text citations formatted according to journal style?

Have you listed each author's contribution to the preparation of the manuscript?

Author Guidelines updated: 19 July 2017