



UNITED REPUBLIC OF TANZANIA
MINISTRY OF NATURAL RESOURCES AND TOURISM
TANZANIA FORESTRY RESEARCH INSTITUTE



FEBRUARY 02, 2019

CALL FOR NEWSLETTER ARTICLES

The Tanzania Forestry Research Institute (TAFORI) Newsletter is published twice a year by the Tanzania Forestry Research Institute. TAFORI is seeking contribution from members of the public having relevant information about forestry and development in Tanzania for the next volume 9, Number 2.

Themes for this newsletter could include, but are not limited to:

- Natural Forest Management
- Community and Farm Forestry
- Plantation Forestry and Tree Improvement
- Forest Resources Assessment
- Socio-economics, Policy and Extension
- Forest Operation and Utilization
- Forest Information Management and Dissemination

Submission Guidelines to Authors

- 1) Title of the article (It should not exceed 20 words)
The title of your article should be brief and clear, but also it should not exceed 20 words.
- 2) Author Name(s)
The name(s) should be bolded and written clearly below the article's title.
- 3) Main Message
The main message should contain the key points or content that shows what your article is all about.

4) Conclusion and Way forward

This section will contain your conclusion about the article and the solution to what your article was portraying.

5) Number 3 and 4 are not sub titles, are just here for instructions. But one can have Sub-titles and Key Points highlighted.

6) Styles

❖ **Alignment and font**

All texts should be aligned left. Use Time New Roman font size 12 for text. A font size of 10 is only allowed in Tables if deemed so.

❖ **Paragraphs**

Do not indent for paragraphs. Skip a line instead.

❖ **Text layout and number of pages**

Use size A4, margin on all sides should be 2.5 cm of the paper and double spacing throughout the text. Page number should be centered at the bottom of the page. Line spacing should be 1.5. The article should have total number of words ranging from 750 to 1500 words.

❖ **Spelling check**

Ensure that spelling and grammar follows the United Kingdom English dictionary for spelling check

❖ **Tables**

While preparing the tables keep in mind the size of the page. All tables should be numbered and referred to the text in a consecutive order. All titles should be placed on the top of the table, immediately following the number. It is important to show the reference of the table if you have any, and this should be placed on the bottom of the table. Capitalize only the first letter of the title.

❖ **Illustrations (eg: figures, plates, diagrams, charts)**

All illustrations should be numbered and referred to in the text in a consecutive order. Titles should be placed below the illustrations, immediately after the number. Capitalize only the first letter of the title. Displayed items (figures, charts, plates, etc...) should be limited to four (4). Photographs are also allowed but only if are original (i.e. not re-photographed)

❖ **Appendices**

Appendices are not permitted

❖ **References**

The referencing style should be American Psychological Association, Sixth Edition (APA 6th) referencing style.

Submission

Deadline for submission is May 10, 2019. Articles should be submitted in softcopy to the Director General, Tanzania Forestry Research Institute (TAFORI), P. O. Box 1854, Morogoro, Tanzania. Email: tafori@tafori.or.tz; siima_b@yahoo.com; siima.bakengesa@tafori.or.tz; geofrey.njovangwa@tafori.or.tz.

Issued By,

Acting Director General
Tanzania Forestry Research Institute