

Initial Statements

OBJECTIVES

Driven by pure cultural reasons, the JOURNAL of the CIGAR SOCIETY aspires to build a community of enthusiastic cigar amateurs, professionals and academics around one goal: share impartial and constructive experiences and knowledge around our Passion, our Culture, and/or our Industry through the on-line publication of the JOURNAL of the CIGAR SOCIETY.

For this purpose, the JOURNAL will:

- Collect, review and publish a nice diversity of articles directly or indirectly interesting to the Cigar Society. Articles will be published in English or Spanish.
- Create a cigar knowledge platform – open and neutral – by presenting the articles in intuitive categories.
- Publish the articles at the-cigar-society.com and on “The Cigar Society” community on Facebook.
- Encourage active and collaborative reading to make readers contribute to spreading the reputation of the JOURNAL and therefore to collect more submissions of interesting articles.
- Recognize authors as fellow members of the “The Cigar Society Authors’ Club”. Distinguish all authors contributing within the first 6 month of the JOURNAL as “Founding Authors”.

ARTICLES CLASSIFICATION

Admitted articles will be categorized following 1) the relevance, 2) the coverage and 3) the topic.

- The RELEVANCE:
 - CIG. - Articles related to the Cigar World
 - PARA. - Articles related to interesting ‘sister’ disciplines like tea, coffee, chocolate, wine, etc.
- The COVERAGE:
 - GEN. - General coverage of the topic (written in general terms)
 - SC. - Scientific coverage of the topic (written in a scientific approach but without a detailed and discussed methodology and research)
 - RES. - Research coverage of the topic (written following detailed methodology of scientific publication)
- The TOPIC
 - PROC. – Process
 - Prod. - Production
 - Agri. - Agriculture
 - Post-h. - Post-Harvest
 - Man. - Manufacture
 - Cons. & Ag. - Conservation and Aging
 - CIG. – Cigars
 - Tast. - Tasting
 - Qty. - Quality
 - SOC. – Social
 - Hist. - History
 - Hlth. - Health
 - Test. - Testimonial
 - Oth. – Other
 - COMM. – Commercial
 - Dis.&Log. - Distribution and Logistics
 - S. - Sales
 - Leg. – Legal
- Example of Article Classification
 - CIG. / SC. / CIG. - Tast.
 - PARA. / RES. / PROC. - Prod. - Agri.
 - CIG. / GEN. / COMM. - Leg.

EDITORIAL POLICY

- All amateurs, professionals or academics are encouraged to submit articles. Any article presenting knowledge and/or ideas interesting to the Cigar Society will be supported.
- Even though focus will be given on the Cigar Culture, articles about ‘sister’ disciplines like tea, coffee, chocolate, wine, etc. will be positively considered for reviewing.
- Before submitting, authors should review the editorial quality of their articles:
 - Content should be in line with the objectives of the JOURNAL.
 - Concepts and ideas should be clearly explained, though complete and detailed.
 - Objectivity should be maximized. Partial or oriented content will cause immediate rejection.
- Upon acceptance of an article for publication, authors agree to automatically transfer copyright of the article to the JOURNAL. This will ensure the widest possible dissemination of information.
- Articles remain the full responsibility of the authors. It is the responsibility of the authors to obtain written permission for quotation of unpublished material or still in publishing or copyright, and for the reprinting of photos, figures, tables or poems from unpublished or copyrighted material.

MANUSCRIPT PRESENTATION

- English and Spanish are the languages used. Efforts made to ensure that the language used is corrected before submission will be deeply appreciated. This will greatly improve the legibility of your paper if English or Spanish is not your first language.
- Please double-space all material and leave adequate margins on all sides to allow reviewers’ remarks. Paragraphs and headings should be clearly distinguishable but not numbered. Pages should be individually numbered (1 of total).
- Standard structure and length (in signs including

spaces) should follow the JOURNAL guidelines.

- FIRST PAGE containing alone
 - Running head (shortened title, max 14 words)
 - Full title (if needed)
 - Keywords (max 7 words)
 - Author(s)
 - Affiliation(s) / Company (max 330 signs)
 - Author(s) references including e-mail address for correspondence, telephone and fax number
- SUMMARY (max 400 signs and starting at the second page)
- ARTICLE BODY
- CONCLUSION (max 700 signs)
- (Optional) FIGURES
- (Optional) TABLES
- (Optional) NOTES
- (Optional) ACKNOWLEDGEMENTS
- (Optional) REFERENCES
- Optional sections guidelines
 - FIGURES – Each photograph, graph or diagram should be referred to in the text as a ‘Figure’ and should be numbered consecutively (Figure 1, Figure 2, etc.). Figures should be listed and explained at the end of the article before the References in a FIGURE section.
 - TABLES – Each table should be referred to in the text as a ‘Table’ and should be numbered consecutively (Table 1, Table 2, etc.). Tables should be listed and explained at the end of the article before the References in a TABLE section.
 - NOTES – Please use endnotes rather than footnotes. Notes should be indicated by consecutive superscript numbers in the text and listed at the end of the article before the References.
 - REFERENCES – Bibliographical references rules are:
 - In the text / References should be presented as “Dupont (2011)”.
 - In the list / Listed alphabetically and chronologically
 - In the list / For book: SURNAME First name (year) Title. Publisher, City, number of pages.
 - In the list / For article: SURNAME First name (year) Title. JOURNAL or Magazine name, issue

number or date, first page-last page.

--- In the list / For an electronic reference: SURNAME First name (year) Title. Type of document, Institution, URL.

--- When there are more than two authors, only the first author's name should be mentioned, followed by 'et al.'. When a cited author has had several publications during the same year, a lower case letter like 'a, b, c, etc' should be used to chronologically distinguish the documents.

• Electronic figures submission guidelines

- Formats: EPS for vector graphics / TIFF for bit-mapped graphics / JPEG for image format.

- Resolutions: 300 dpi for photographs / 600 - 1200 dpi for line figures

• Other presentation guidelines if needed

- SYMBOLS AND UNITS – Please use SI units.

- QUOTATIONS – Smaller font should be used to clearly distinguish from normal text. Use double quotation marks for direct quotations and single quotation marks for words or phrases used in a special sense.

- ABBREVIATION – Abbreviation and their explanations should be presented as note.

EDITORIAL PROCESS

• Once sent to contact@the-cigar-society.com, manuscripts will chronologically:

1. When submitted, be read for admissibility
2. When declared "Admitted", be reviewed by the Reading Committee
3. When declared "Reviewed", be published after final approval by the author

• Non-admitted (rejected) articles can be submitted again later after being better adapted to the objectives of the JOURNAL.

• Accepted but un-reviewed articles will be sent back to the author with recommendations for adjustment(s) to the editorial policy of the JOURNAL.

READERS ETIQUETTE

• Feel free to use and refer to the JOURNAL and its content.

• Disclosing the quality of the articles and their authors will promote the JOURNAL and therefore multiply the submission and publication of more and more quality articles.

• Please kindly and clearly state the source for any written citation of information published in the JOURNAL. Reference should clearly cite " SURNAME First name (year) Title. Journal of the Cigar Society, issue number."

JOURNAL DETAILS

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