



CORETEXT

CONTENT MATTERS

UPDATED FEBRUARY 2022

GRDC *GroundCover*TM STYLE GUIDE

GRDC editorial style guide

SPELLING

Spelling from the *Macquarie Dictionary* is to be used as standard, unless words are specifically listed in this style guide. Use Australian spelling – ‘s’ not ‘z’ in ‘organisation’, ‘globalisation’, ‘criticise’, ‘analyse’ and so on – BUT adhere to a particular organisation’s spelling of its own name (for example, World Health Organization, Fertilizer Industry Federation of Australia). ALSO: signalled, travelled, modelled (rather than signaled, traveled, modeled); focused (not focussed); ageing (not aging); judgement (not judgment).

GRDC NAMING CONVENTIONS

New style (as of September 2018): It is “GRDC”, no longer “the GRDC”

Publication titles: *GroundCover*TM, *GroundCover*TM *Supplement*

GRDC TERMINOLOGY

Chemical rates: All references to chemical rates must be checked by an expert, specifically rates that growers/researchers are using, products they are using on particular weeds/crops and combinations of the above. GRDC does not want to encourage ‘off-label’ (unregistered) use of chemicals or low rates of use (leads to herbicide-resistant weeds), among other things

Grower: Always use “grower” not “farmer”

Investment: GRDC does not use the words “fund”, “funding” or “funded” – GRDC is an investor/partner – GRDC now uses “the investor”, “investment”, “investing”, “invested”

No-till versus zero-till:

- multiple tillage – multiple passes; formerly conventional cultivation;
- reduced tillage – one till pass before seeding with a full cut;
- direct drill – one pass seeding with full cut;
- no-till – one pass seeding with a narrow/knife point with less than full cut; and
- zero-till – one pass seeding with disc openers.

Plant Breeder’s Rights: The superscript symbol “[Ⓛ]” must be used at the end of all variety names to which these rights apply (for example, Suntop[Ⓛ], PBA Pistol[Ⓛ]), as per the PBR database. Names must also be written in full as listed in the PBR database (details below).

Registered trademarks: need to be used with commercial herbicide names (for example, Roundup[®])

TEXT

General:

- All copy is generally in the present tense, except if reporting a particular moment in time, for example someone's speech at the launch of a book or at a conference. People's comments can generally be regarded as having some currency and longevity, therefore use of the present tense is fine.
- For consistency, prefer "[quote]," Dr Smith says' to "[quote]," says Dr Smith' (which is close to saying 'says he'/'says she'), unless you are going on to describe Dr Smith, for example "[quote]," says Dr Smith, who is leading the project to identify ...' or "[quote]," says Dr Smith, director of the Nanotechnology Institute ...'
- Disease names that begin with a genus are to have the first letter capitalised (e.g. Botrytis grey mould). All other disease names are to be lower case – except where at the beginning of a sentence (e.g. barley yellow dwarf virus, stripe rust)

GRDC style preferences:

- Over – as in “over 90,000 people attended”; use “more than”
- About/around – “about \$40,000” NOT “around \$40,000”
- Currently – usually unnecessary
- Last/past – last means very last, “over the past year” means the one just ended
- Do not use “per annum” – use “per year”
- Do not use “thus” or “hence”
- “as” or “due to” are preferred to “because”
- “undertook” is preferred to “did”
- Do not start sentences with “And” or “Because”
- Round brackets for insertions/edits in direct quotes, not square

Abbreviations:

- NSW, SA, NT and WA are OK, but do not abbreviate Victoria, Tasmania, Queensland
- Do not use contractions such as wasn't, isn't, doesn't, can't, it's, EXCEPT in direct quotes and the farm management series (follows six growers over the year)
- Do not use eg (or e.g.) or ie, spell out “for example” and “that is”
- GM OK without spelling out at first mention – fine in headlines
- R&D OK; RD&E needs to be spelt out at first mention (research, development and extension)
- Do not use ampersands (&), spell out “and” in all content (unless it is part of an organisation/product name)

Authors:

- When there are multiple authors, only include their names and titles in the byline (i.e. no organisations). Author names separated by a comma, no 'and'.

Break-out stories:

- Break-out stories should be able to 'stand alone' as stories, therefore all 'spell-out-at-first-mention' rules apply

Bullet style is as follows:

- **item a;** (lower case first letter, semi colon at the end of the phrase)
- **item b; and** (second-to-last item semi colon followed by word “and”)
- **item c.** (full stop at end)
- unless the bulleted list follows a heading (perhaps a numbered heading, with no colon at the end), in which case each bulleted point ends in a full stop since the list cannot be considered one sentence.

Style exception: the style of ‘Key points’ in *GroundCover*™ is to have no punctuation at the end of each dot point

Captions:

- Full stop where they are sentences, no full stop for just names
- For the content of the caption, follow the format (where possible): who/what, where, statement. (Depending on the purpose for the image – there is flexibility here.)
- Credits are to be in sentence case followed by colon – e.g Photo: Jane Doe, or Source: John Smith

Dashes:

- Use spaced en-dashes (–) in text

Dates:

- Unspaced en dash between span of years and months (2004–08, March–May)
- Unspaced hyphen between adjacent years, (2005-06, 1999-2000)
- Write dates as day month year (with no commas)– 1 November 2004

Ellipsis

- Spaced ellipsis (...) – space on either side, “after a pause ... the fish jumped”

Genes:

- Genes are to be written in italics (for example, *Sr25*, *Lr19*)
- Italicise the names of specific and scientific genes, but where common usage or colloquial names italics not needed
- Italics for name but not multiple genes indicator, e.g. *Ustilago* spp.

Headings and precedes:

- Headings in sentence case
- No full stop at the end of precedes
- No PBR symbol in main headline – OK in precede
- No abbreviations, for example WANTFA, DPI etc – EXCEPT if space is an issue
- Break-out stories – these should be able to ‘stand alone’ as stories, therefore all ‘spell-out-at-first-mention’ rules apply

Hyphenation:

- No ‘hanging’ hyphens – for example, “short and long-term” NOT “short- and long-term”; similarly “two to three-year”

Measurement:

- Spell out at first use in an article (millimetres, centimetres, kilometres, hectares etc.) then subsequent use is abbreviated (mm, cm, km, ha – no space between figure and unit of measurement); always singular (“3km” NOT “3kms”)
- °C (not ‘degrees centigrade’)
21°C to 25°C (not 21 to 25°C)
minus 25°C except in tables (use en-dash with a space: – 25°C)
- MWh = megawatt hour(s)
- Convert all measures to metric measurements – except for farming equipment, which if it’s already in imperial, leave as is but provide metric measurement as well)
- Metric conversion (ha):
1 hectare (ha) = 10,000 square metres
1 hectare (ha) = 2.471 (2.5) acres
1 acre = .4047 (.4) hectares
- Metric conversion (to tonnes):
1 US ton = 2000lb ≈ 907.18474kg (or 0.9 tonne)
1 [metric] tonne = 1000kg ≈ 2204lb
to convert US tons to tonnes multiply by 0.9

Money

- \$400 – if no letters = Australian dollars
- US\$800, C\$800 [Canadian] – include conversion to Australian dollars in brackets (A\$----) after any mention of other currency figure
- converting currencies – for example, US\$ to A\$ use <http://www.xe.com/ucc/>
- cents always written out – 19 cents, not 19c or 19¢
- 19 euros (€) and thereafter €19

Names and titles:

- Individuals’ names to be written in full (including title such as Dr or Professor, but not Mr or Ms) at the first mention and then the title and surname thereafter. For example: "Dr Joan Smith and Joe Bloggs worked together on the project. Dr Smith and Mr Bloggs found that ..."

Style exception: If the article is a ‘profile’ of one grower, use full name at first mention and first name only thereafter. For example: “Joan Smith is a grower from Wagga Wagga, NSW. Joan farms with ...”

- Do not abbreviate Professor or Associate Professor, always write out in full
- Titles not capitalised – “executive officer”, “manager wheat and barley breeding”
- “Southern Panel chair”; “from GRDC Northern Panel” BUT ‘northern region grower’, ‘in the southern [grains/growing] region’

Numbers:

- One to nine spelled out, 10 onwards written as figures
- For a measurement with number below 10 (and after first mention) – use numerical + abb (e.g. three kilometres, then 3km)

- The word ‘to’ between figures/numbers (150 to 180mm; not 150-180mm or 150–180mm)
- 1000s – no comma for four-digit numbers, use commas for five-digit numbers (ie 10,000)
- Fractions sometimes OK eg, “an eight-year-old tree, an 8.5-year-old tree and a nine-year-old tree were selected...”
- "per cent" (two words) to be used, not % (except in breakout quotes, fact boxes and graphics where % can be used)
- Phone numbers to be written as: 02 6166 4500, 0488 111 222

Plant Breeder’s Rights (b)

- All variety names must be checked in the Plant Breeder’s Rights database (http://pericles.ipaustralia.gov.au/pbr_db/) and names are to be written as they are listed in the database. For example: it is “PBA HatTrick^(b)” not “HatTrick”
- Add superscript symbol (^(b)) to varieties that are ‘Accepted’ as well as ‘Granted’ but NOT ‘Terminated’ or ‘Cancelled’ (no space between name and superscript symbol)

More information:

- NOT “For more information” just ‘More information:’
- No ‘Ph’ or ‘Tel’ or ‘Mobile’ or ‘Email’ – just list information in following order: person’s name (with title), landline, mobile, email address, web address. For example: ‘More information: Dr John Passioura, 08 9847 9809, john.passioura@csiro.au’

Content order (with semi-colons between people): “More information: [person’s name], [company name], [phone number], [email address], [website]; [person’s name], [company name], [phone number], [email address], [website]”

Quotations:

- Double quotation marks for quoted speech; single quotation marks for ironic or colloquial use of words or quotes within quotes – for example, “Coca-colonisation and the ‘diabesity’ epidemic ...”

Resources:

- Additional resources can be included at the bottom of the webpage. No more than 3 sources (unless necessary to the article or reader information)

Rotations:

- Crop rotations are to be written as: wheat/canola/wheat

Trademarks

- Registered trademark symbols (®) (in superscript) are to be used on all legally registered chemicals/products etc. They are to be used in all references to the trademarked name, not only in the first instance. For example: “The impact of Treflan[®] and Boxer Gold[®] was tested. Researchers found that Boxer Gold[®] ...”

Websites/email addresses

- Drop ‘http://’ and ‘https://’ IF the browser can find the site without it. (If the browser does not recognise the site without it, retain it.)
- Also drop ‘www’ if the url works without it – i.e. the GRDC website can be written as ‘grdc.com.au’. For external sites, only retain ‘www’ if the site does not work without it.
- Omit the ‘/’ on the end of web addresses – ‘google.com’ NOT ‘google.com/’
- ONLINE: Hyperlinks should be embedded in text, no urls or ‘click here’

- Okay to link to external sources/sites, as long as it is useful and relevant to the story
- PRINT: In sentences, web addresses are best placed in brackets – “... at the FWPA website (fwpa.com.au)” is better than “go to the FWPA website at fwpa.org.au”
- Email addresses are always all lower case; capital letters are superfluous

FORMATTING

‘GRDC Code’ & ‘More information:’

GRDC Code DAV00062 No colon

GRDC Codes DAV00062, DAQ00049 Multiple codes, no ‘and’

More information: Dr Joan Smith, 03 5333 1111, joan.smith@dpi.vic.gov.au

- “Key points” box – no colon after “Key points” heading; each point starts with a capital letter, no full stop or semi colon at the end
- “Continued: Page 3” or “Feature: Page 8” or “Seaweed production from salt farm dams: Page 25”

Source

- Source credit to be in sentence case followed by a colon – e.g. Source: DPIRD
- Source: ‘Name of fact sheet’ (2019) GRDC fact sheet

GRAPHICS

- All graphics (diagrams, graphs, tables) must include a title, appropriate axis and legend labels, and a source.

Figures and Tables

- Headings must include proper punctuation, including at end.
- Headings have figure/table in sentence case, followed by a colon, e.g:
 - Figure 1: The operating model of farms.
 - Table 2: Number of pesticides used.
- If there are multiple sections to a graphic they are to be labelled with lowercase letters, ie a), b) etc. In text references are also to be in lowercase, i.e. see Figure 1a.

NOTE: please check Australian and state department names at their current websites

2,4-D = a herbicide

21st century

A

adult plant resistance (APR) – resistance to rust and fungal diseases

adviser – not advisor

agribusiness – one word

agrichemical

agroforestry – one word

airseeder – one word

albus lupins

alfalfa mosaic virus – no capitals

alpha-linolenic acid – an omega-3 fatty acid (note hyphen)

alsike – not capitalised

Agricultural Production Systems sIMulator (APSIM) – a model to simulate biophysical processes in agricultural systems, particularly as it relates to the economic and ecological outcomes of management practices in the face of climate risk

Arabidopsis – italicised

arrowleaf clover – not capitalised

Ascochyta – capitalised (although if it's Ascochyta blight, don't capitalise blight)

atrazine

Australian Hard (AH)

Australian Premium White (APW)

Australian Prime Hard (APH)

Australian Standard White (ASW)

Australian Standard White Noodle (ASWN)

Australian Premium Durum (APDR)

Australian Premium White (APW)

Australian Standard Wheat (ASW)

Australian Standards – e.g AS2628-2010 (no space)

autosteer – one word

avirulent = no longer virulent

awnless barnyard grass (ABG)

B

Bacillus thuringiensis (Bt)

backplain – one word

bacterial blight – not capitalised

Bahia grass

balansa clover – no capitals

balaustium mite – not capped

barley yellow dwarf virus – not capitalised

barnyard grass

bean leaf roll virus – no caps; BLRV

beat sheet – two words

benchmarked, benchmarking

benefiting, benefited – NOT benefitting, benefitted

beta-glucan – as in “high beta-glucan levels in oats and barley”

biannual – not hyphenated

biocontrol – one word

biodiesel

bioeconomy

bioenergy

biofactory, biofactories

biofuels – not hyphenated

biomass

biosecurity – not hyphenated

Bipolaris = common root rot

biserrula – not capitalised

black-earth [soils]

blackleg [infection] – not capitalised

BlacklegCM app – a tool to help growers with blackleg disease management

blue-green aphid – hyphenated

blue oat mites

black spot – two words

***Blumeria graminis hordei* (Bgh)** – the pathogen that causes barley powdery mildew

Bobwhite – a wheat cultivar; not grown commercially but used in GM work in Australia and overseas; one word, no PBR

boomspray – one word

Botrytis grey mould (BGM) – capital B

box seat

break crop – noun, not hyphenated

broadacre – one word

broadleaf [weeds] – one word

brome grass

bryobia mite – not capped

budworm [caterpillar]

burgundy bean = a pasture legume

Business Activity Statement (BAS)

butterfly pea = a pasture legume

C

Caatinga stylo = a pasture legume; cap ‘C’ as Caatinga is a type of vegetation and an eco-region in Brazil

calcareous

caltrop – a weed, not capitalised

carbon dioxide – write out at first mention, thereafter CO₂

carbon dioxide equivalent = CO₂-e

carryover – as in “to increase their yield and reduce risks of carryover that may affect subsequent crops”

cashflow

Central Queensland (CQ) – capped

CENTURIES – write as 20th century, 21st century etc, not ‘twentieth’, not ‘Century’

cereal cyst nematode (CCN)

cereal yellow dwarf virus (CYDV) – not capitalised

Cercospora leaf spot – capital ‘C’ (*Cercospora* is a genus)

Cesar Australia – now Cesar Australia (used to be **cesar**, a company that used to be called CESAR Consultants <http://cesaraustralia.com/>)

chair – is preferred to “chairman” or “chairperson”

chaser bin – two words

chemigation – the application of herbicides and pesticides via irrigation water

chickpeas – (noun) one word, plural, “chickpeas boost soil nitrogen); but chickpea (adjective), “chickpea varieties”, “chickpea flour”, “chickpea markets”; types include desi and kabuli

chocolate spot – not capitalised

chutes – when relating to farm machinery, e.g. feeding chutes

Claymate – machine developed specifically for clay spreading

cloud-band – as in “cloud-band activity”

cocksfoot – not capitalised

coeliac

co-existence

colorectal (cancer)

Colwell P = a test for the amount of phosphorus in a soil

Colletotrichum crown rot = crown rot caused by *Colletotrichum trifolii*

common root rot = *Bipolaris*, *Bipolaris sorokiniana*

controlled traffic but **controlled-traffic farming (CTF)**

cooperation, cooperative – but co-op in the case of a grower’s co-operative

coordination, coordinator

corn – do not use “corn”; in Australia it is maize

COVID-19 – max caps, hyphen

Cowpea = a pasture legume

CRC = Cooperative Research Centre; spell out at first reference

crop topping – no hyphen

crossbred – one word

crown rot – a plant disease; there is more than one strain, one is *Fusarium pseudograminearum*

CSBP – an agricultural fertiliser company

CTF = controlled-traffic farming

cultivar = variety = a final commercial [plant] product; also, pre-breeding material (early product development) = germplasm and 'breeding or elite lines' = late product development

cut-off low

CWANA = Central and West Asia and North Africa

D

DAA = days after application

DAP = diammonium phosphate, a fertiliser

DARt® [technology] – Australian genotyping technology (see www.diversityarrays.com)

daylength – one word

debugging – one word,

deep-ripped – as in “it was deep-ripped to 450mm to ensure there was no residual traffic compaction”; but deep rip, deep ripping, very deep ripping – no hyphens

Delta T – cap 'D', no hyphen as on BoM website; the difference between the wet and dry bulb temperatures – used to measure the relationship between temperature and humidity

desi [chickpeas] – not capped

desmanthus = a pasture legume

diamondback moth = DBM

dicamba = a chlorinated organic herbicide; not capitalised

dichlorvos – grain disinfestant chemical

diclofop-methyl

direct-drilled

disc seeder

diseases – first letter of first word capitalised (bacterium – first letter capitalised & in italics)

DM = dry matter

DNA – OK to use acronym

Dorper – capitalised

double knock = two controls of the same weed germination (e.g. 'Effective double knock herbicide applications')

dryland

dry flowable (DF)

dry-matter [production]

dual-purpose – hyphenated when an adjective

duplex [soils]

E

earthmoving – one word

earthworm – one word

eastern Europe – no cap on 'eastern'; [from *The Economist's* online style guide:] “Europe’s divisions are no longer neatly political, and are now geographically imprecise, so use lower case for central, eastern and western Europe. But North, Central and South America are clearly defined areas, so should be given capitals as should Central, South, East and South-East Asia” ?

e.g. – do not use, spell out followed by a comma

electromagnetic imaging (EMI) [surveys] – preferred to just “EM surveys”

ellipsis – space followed by ... followed by space

El Niño, La Niña – with accent on 'n'

emulsifiable concentrates (EC)

end point royalty (EPR), end point royalties (EPRs)

endosymbionts (and endosymbiosis) – bacteria that live within the cells of other organisms in a symbiotic relationship

end-uses – hyphenated

ENSO = El Niño–Southern Oscillation

etc – do not use, replace with “for example” or “and so on”

evapotranspiration

eyespot – not capitalised

F

faba bean polerovirus 1 (FBPV-1) – distributed by cowpea aphids NOT green peach aphids

fall armyworm (FAW)

Far North Queensland

farmgate – one word

feathertop Rhodes grass = FTR

Federation Drought – 1895 to 1902

feedgap = one word

feedgrains – one word and plural (like grains)

feedlot – but NOT “feed lotter”, use “lot feeder”

fenceline

fenitrothion – a broad spectrum organophosphorus insecticide widely used in the eastern states of Australia as a stored grain protectant

fertigation – the application of fertiliser nutrients via the irrigation water

fescue – not capitalised

field peas – not fieldpeas or field pea

field-tests, field-testing

fields – DO NOT use; Australia has paddocks

Flag leaf

flat grain beetle

flat-fan nozzle

flaxleaf fleabane

flowchart – one word

fluquinconazole – a fungicide

focusing, focused – NOT focussing, focussed

foregoing

four-wheel drive – only four-wheel hyphenated

FTR = feathertop Rhodes grass

fuelled – not fueled

funnelled

Fusarium crown rot – capitalised, not italicised

Fusarium head blight – capital 'F'



gai (or GAI) = green area index

gas-tight-sealed silos

Gatton panic

genebank

GENUS – italicised eg, ‘There are more than 1000 species of *Acacia*. One of the best known is *Acacia baileyana*.’ Also *Eucalyptus*. Family eg, Myrtaceae is not italicised. (See gov Style Manual p130)

gland clover – not capitalised

glasshouse – one word

glume blotch

glycaemic index (GI)

GM – OK to use without first using ‘genetically modified’ (Jan-Feb09)

GPS = global positioning system(s)

grainbelt – one word

grain fill – 2 words

grain-filling phase – hyphenated

grain growers – two words

grain growing – two words

grain legume – don’t use, the preferred term is ‘pulse’

grains industry – not grain industry

green bridge

Green Revolution – OK without single quotation marks

GRDC Panels – Southern Panel, Northern Panel, Western Panel; BUT northern region, southern region, western region

GRDC Update – with capital “U”

ground cover – two words

groundwater = one word

ground-truthed, ground-truthing – hyphenated

Grower Networks – (formerly Regional Cropping Solution Group [RCSN])

Group A [herbicide] – similarly Group B, C, D, I, M, N etc; but “herbicide groups A, B and N”

GS = growth stage; no space between initials and number, for example, GS30

GSR = growing-season rainfall

guar [beans] – also guar gum; not capped

Gupta, Dr Vadakattu – surname is Gupta as per email from Dr Gupta 20/01/16: “Dr Vadakattu Gupta is the preferred.”

GxE – gene-by-environment, or gene–environment interaction

H

hardpan – one word

hard-seeded – also hard-seededness, soft-seeded

hay-freezing – a weed control strategy

hay off – correct

hectares – ha, after it has been spelt out in the first usage

Helicoverpa – capital ‘h’, italics

Heliripper (also Helirip, Heliripped, Heliripping) – no hyphens, capitals H

heliolithis grubs – or just heliolithis (corn earworm)

Hereford [steers]

hessian fly

high input levels – rather than high-input levels or high input-levels

high oleic acid – comes up in relation to canola, sunflowers

High Plains virus

high-rainfall zone = HRZ

holistic – not wholistic

homemade – one word

hydrophilic-lipophilic balance

hyper-yielding crop – unless it's the specific GRDC project 'Hyper-Yielding Crops project'

I

i.e. – spell out: that is

in-crop

Indian hedge mustard – capital ‘I’

Indian Ocean Dipole (IOD)

infrared – not hyphenated

intercropping – one word

integrated pest management (IPM)

inter-relate – hyphenate

in vitro, in vivo – in italics

J

juncea canola – written like this, really called *Brassica juncea* similarly *B. napus*

K

kabuli chickpeas

Karnal bunt – capital ‘K’; was named after Karnal, the district in the Indian state of Haryana where it was first reported in 1931

Katambora Rhodes grass = a tropical grass

khapra beetle – no capital ‘K’

Kiev Mutant – a variety of albus lupin

km – after it has been spelt out in the first usage; not kms

km/h – not kmh

knife-point – a no-till method

knife-rolling

knockdown = one word

L

lablab = a pasture legume

landrace

leaf rust – not capitalised

lesser grain borer – *Rhyzopertha dominica*

ley farming [systems] = the growing of grass or legumes in rotation with other crops as part of a soil conservation program (Macquarie)

LiDAR = light detection and ranging

life cycle – two words

lot feeder – rather than “feedlotter”; Australian Lot Feeders’ Association

lotonis – a subtropical legume; not capitalised

LRZ = low-rainfall zone

M

maize – not corn (US)

the Mallee

MAP = monoammonium phosphate, a fertiliser

marker-assisted selection

marketplace

marrowfat peas

[a] **master's degree, Master of Arts Degree**

medic(s) – also strand medic(s), barrel medic, burr medic, sphere medic

Mediterranean – capitalised, as in “biserrula is native to the Mediterranean areas of Europe”

megawatt = MW

Merino – capitalised

metabolisable [energy]

methyl bromide

metribuzin

micro-arrays

microelement

micronutrient

microorganisms = one word

mid-infrared (MIR) – also near infrared (NIR)

midsummer

mL – for millilitres; preferred by the Macquarie dictionary and clearer than ml

MOA = [herbicide] mode of action

molarity of ethanol droplet (MED) test

[a] **money-maker**

monoammonium phosphate = MAP

moratoria – not moratoriums

mother bin – 2 words

mouldboard plough – ‘inverts’ the soil (20 to 25cm), burying weeds

mungbean – one word

MUP = minor use project [chemicals]

muriate of potash (MOP)

N

nanoparticles

napus canola – written like this, really called *Brassica napus*

nationwide

National Variety Trials (NVT)

near infrared (NIR) – also mid-infrared (MIR)

near infrared spectroscopy (NIRS)

net form of net blotch – not capitalised

night-time

nitrogen – spell out, do not use N in sentences but OK to use ‘N/ha’; same with other elements

Nodorum blotch – capital ‘N’

non-wetting (as in non-wetting soils/sands)

normalised difference vegetation index (NDVI)

north Africa

North American Millers’ Association (NAMA) – namamillers.org

north-east – hyphenated

north-west – hyphenated

Northern Mallee – both capped

no one – two words

no-till – hyphenated; refers to a system of farming

Nuffield Australia Farming Scholarships, Nuffield Scholarships – but Nuffield scholars

NTSR = no-till with stubble retention

NVT = National Variety Trials

NVT Online – the name of the NVT website (www.nvtonline.com.au)

O

oaten hay – but oaten-hay straw

off-farm

offshore

omega-3 [fatty acid]

on-farm

orobanche – a parasitic weed; not orobanchi

outperform – one word

overwinter

P

paddocks – NOT fields

PANELS (GRDC) – Southern Panel, Northern Panel, Western Panel; BUT northern region, southern region, western region

paraquat – a toxic chemical that is widely used as an herbicide, primarily for weed and grass control; lower case ‘p’

pasture legume – as opposed to grain legume (but use ‘pulse’ instead of grain legume)

PAWC = plant-available water capacity

[real-time] **PCR** = polymerase chain reaction

per cent – two words

PEM = *Pantoea*, *Exiguobacterium* and *Microbacterium* bacteria

PGR = plant growth regulator

phalaris – perennial autumn/winter/spring growing suited to dryland and irrigated grazing; also used for hay and silage; not capitalised

phasey bean mild yellows virus (PBMV) – not capitalised; previously misidentified as BWYV

phosphine – a grain fumigant

phosphorus – NOT phosphorous

Phytophthora root rot – capital ‘P’; = root rot caused by *Phytophthora medicaginis*

plant-available water capacity = PAWC

plant-back – hyphenated

Plant Breeder’s Rights – website = http://pericles.ipaustralia.gov.au/pbr_db/

Pleiochaeta root rot

plough – not plow (US)

Poll Dorset – capitalised

polymerase chain reaction (PCR)

postdoctoral

post-emergent

post-harvest

potassium (K)

Pratylenchus – a plant disease, root lesion nematode; *Pratylenchus neglectus* and *Pratylenchus thornei*

pre-breeder, pre-breeding – keep hyphen for easier reading

precision-farming [techniques]

pre-determined – hyphenated

PREDICTA® B

pre-emergent

preventive – not ‘preventative’

program – not programme (unless that’s the formal name of something, for example, the UN’s World Food Programme)

PROPERTY NAMES – place in inverted commas eg, “The rotation on ‘Northwood’ is usually...”

Pseudomonas – a type of bacteria (kills the root-rotting fungus take-all)

pug, pugged, pugging – to compact soil by trampling it down, usually during very wet conditions.

pulses – use rather than ‘grain legume’

Pythium – capitalised, no italics

Q

Queen’s Birthday Honours

R

R&D – closed up

rain-fed

rainwater – one word

RD&E = research, development and extension

ReadRite® – diagnostic test developed by the Value-Added Wheat CRC

re-bale, re-baling

record-keeping – as in “improved record-keeping on

weather ...”

redlegged earth mites = RLEM

redlegged mites

REGIONS, cropping – not capped: southern region, northern region, western region; BUT Northern Panel, Southern Panel, Western Panel

REGIONS, Australian – cap “definite geographical places, regions, areas and countries”, says *The Economist’s* online style guide; see separate list of Australian regions, such as the Wimmera, Western District, Mid North Coast etc in style-guides/• other style guides & glossaries

regrowth

REPORT NAMES – anything that is published to be in italics; program/project names to be in single quotes

resale

resowed/resowing – one word

Rhizoctonia root rot – first word not italicised but capitalised; also called Rhizoctonia; also *Rhizoctonia solani* AG8

Ribbon seeder – a type of planter, commercial; not hyphenated, capital ‘R’

rice weevil – *Sitophilus oryzae*

road-test

root lesion nematode = RLN, *Pratylenchus spp.*

ROTATIONS – ideally written “wheat/chickpea” or “wheat/wheat/chickpea” (rather than wheat-chickpea)

Roundup® – add the registered trademark symbol; glyphosate, Group M herbicide

Russian wheat aphid

rust-red flour beetle – *Tribolium castaneum*

ryegrass – one word

run-off – hyphenated

S

saia (oats) – lower case

saltbush – one word; types include Rivermore and Old Man (note caps)

sandplain [country]

saw-toothed grain beetle

Sclerotinia stem rot – capitalised, not italicised

sea surface temperature = SST

seedbank

seedbed – one word

seed-set

Senate inquiry – not enquiry

Septoria avenae blotch – capitalise S

Septoria leaf blotch – capital ‘S’

Septoria tritici blotch – capital ‘S’

serradella – not capitalised; also serradellas, French serradella and yellow serradella

SGD = sheep grazing days

shelter-belt

silvergrass – not capitalised, one word

simazine

skeleton weed – not capitalised

smut – a disease

soft-seeded

soil-borne – two words; note ‘e’ on end of ‘born’

south-east – hyphenated

south-west – hyphenated

sodicity

soluble liquid (SL)

sow thistle – two words, i.e. common sow thistle

soybean (not ‘soy’)

SPECIES – are written eg, *Ornithopus sp.* – genus in italics followed by sp. or spp. (or sp.) NOT in italics

Speedtiller® – machine that penetrates soil at the ideal depth

spot form of net blotch – not capitalised

spray drift – two words

sprayed – “the pasture is sprayed for grass seed set control”

state – always lowercase ‘s’

state-wide

stem nematode – not capitalised

stem rust – not capitalised

stockfeed – one word

stock feeders – two words

stockpile, stockpiled

stone roller – two words

strawberry clover – not capitalised

stripe rust – not capitalised

subclover – one word

subsoil – one word

subspecies – one word

subsurface

subterranean clover – not capitalised

subtropical – one word

sugarcane – one word

sulfonylurea – a type of herbicide; abbreviated as SU

sulfur – NOT sulphur

sulla – not capitalised; a herbaceous perennial

Sunn pest – capped

supersede

suspension concentrates (SC)

Swan oats

swathe – with an ‘e’

T

take-all – (a plant disease) not capitalised; there are several strains

taproot – one word

Tarvine – type of weed. One word

tempeh – the fermented soybean product; not tempe

think tank – two words

TILLAGE: no-till is always hyphenated; zero till is only hyphenated when followed by a noun;

tillers, tillering

timeline

TITLES – anything that is published to be in italics;

program/project names to be in single quotes

timeframe

timeline

tine – use tyne instead

tonnes per hectare when first mentioned; thereafter t/ha

top-dressing

topsoil – one word

total plant, machinery and labour (TPML)

tradeability – with an ‘e’

tramlining – one word

trash – ‘crop residue’ is preferred

triated

tri-allate – rather than triallate

triazine – as in triazine-tolerant (TT) canola

trifluralin – is a benzene derivative, a microtubule-disrupting pre-emergence herbicide; not capitalised

triticale

turnip yellows virus (TuYV) – not capitalised

tyne – rather than ‘tine’

U

UAN (urea ammonium nitrate) = a popular fertiliser on the sandy soils of WA

Udon (noodle) (noodle wheat)

Ug99 – a highly virulent isolate of wheat stem rust, no italics

[the] **UK** – not “the United Kingdom” or U.K.

unclayed (as in unclayed soils)

underway

unmanned aerial vehicle (UAV)

unripped – no hyphen

untrafficable – one word, no hyphen

Updates [GRDC] – keep cap to avoid confusion with verb, for example, “Growers and advisers at the Update...”

[the] **US** – not “United States”, or U.S. or USA

V

variable-rate technology = VRT

vernalisation – the cooling of seed during germination

vertosol – looks like vertisol is the US spelling

vitamin A – lowercase “v” for vitamins

VRT (variable rate technology)

vulpia = silver grass (a weed)

W

waterlogged – one word

watertable – one word

water dispersible granule (WDG)

water soluble granule (WSG)

water-holding capacity – hyphenated

water use efficiency (WUE) – not hyphenated

weatherproof

webcams – one word

weed seed

Western Australian – (adj.) rather than West Australian (GRDC preference)

wettable powder (WP)

wheatbelt – one word

wheat blast – new disease (*Magnaporthe grisea*) affecting South America

wheat curl mite (WCM)

wheat streak mosaic virus (WSMV)

whistle-stop tour

wholegrains – one word

whole genome sequencing – no hyphen

windrowed, windrowers

wind speed

worldwide – one word

WUE = water use efficiency

X

Y

yellow spot – sometimes called yellow leaf spot

yield-mapping – as in “Mr Baker began yield-mapping in 1996 ...”

Yield Prophet – an agricultural decision-support tool

Z