

Preferred Spellings, Abbreviations, and Their Usage

Following is a list of words and expressions that are often encountered in materials produced by IPNI or published in *Better Crops with Plant Food* and related publications. While some of these may also be correct or acceptable in other forms, we have indicated the usage now preferred by IPNI. Usage of the language changes with time and location, but this is an effort to maintain a consistent system for IPNI-related materials.

adviser (instead of advisor)	nonexistent, nonfarm, nonirrigated (and most other non words are one word)
agribusiness (one word)	no-till
bermudagrass (one word, not capitalized)	off-farm
buildup (noun or adjective)	on-farm
build up (verb)	ongoing (one word)
Canadian Prairies (with capital letters)	policymakers (not policy-makers)
co-op (not coop)	postemergence
co-sponsor (not cosponsor)	preplant
Corn Belt	preventive
Cotton Belt	program (preferred over programme)
cost-effective	rained (one word)
determinate	rootworm
doublecrop (noun or adjective)	runoff (noun)
double crop (verb)	run off (verb)
drought	seed-placed (fertilizer)
dryer (noun)	seed row
drier (adjective)	setup (noun)
dryland	set up (verb)
farmland	sidedress (noun)
Great Plains	side-dress (transitive verb)
groundwater (one word)	site-specific
high-yield (adjective)	subsoil
high yield	substandard (and most other sub words)
inoculate (not innoculate)	sulfur (sulphur is still preferred by some and can be used in proper names and where standard)
in-row	take-all (disease)
interpretive	topdress (noun)
johnsongrass (one word, not capitalized)	top-dress (verb)
landowner (one word)	topsoil
long-term (adjective)	trouble-free
long term (noun)	twofold, threefold, etc
macronutrients (one word)	U.S. (as abbreviation for United States of America)
micronutrients (one word)	4R Nutrient Stewardship
microorganism (not micro-organism)	
mid-season	
Midwest	

Some General Guidelines on Style for Abbreviations in *Better Crops with Plant Food*

In many *Better Crops* articles, the terms most commonly used in abbreviated form may be listed in a footnote box on the first page. For example, abbreviations for nutrients such as nitrogen (N), phosphorus (P), and potassium (K) are familiar to most readers and do not need to be spelled out in the article (except at the beginning of sentences or where otherwise necessary).

Use abbreviations of units when numbers are included, such as *100 bu/A*. Spell out when used without numbers, such as: *How many bushels per acre did he harvest?*

kilograms per hectare	=	kg/ha
tonnes per hectare	=	t/ha
bushels per acre	=	bu/A
tons per acre	=	tons/A
pounds per acre	=	lb/A
kilocalorie	=	kcal
dollars per acre	=	\$/A
dollars per bushel	=	\$/bu
versus	=	vs.
parts per million	=	ppm
doctor of philosophy	=	Ph.D. (no space)
Bachelor of Science	=	B.S. or B.Sc.
Master of Science	=	M.S. or M.Sc.
million metric tons	=	M t
best management practices	=	BMPs
inches	=	in.
feet	=	ft.

State and province names within sentences should not be abbreviated in BC articles. *Example: These crop conditions have been observed in Manitoba and Montana.*

Also, terms such as county, city, village, and district should not be abbreviated.

When necessary to indicate that a monetary value is presented in a specific currency, use the full abbreviation of a currency on its first appearance (e.g. A\$52, C\$52, US\$52); subsequent occurrences can use just the symbol of the currency (e.g. \$88), unless this would be unclear. When there are

different currencies using the same symbol in an article, use the full abbreviation (e.g. US\$ for the US dollar and A\$ for the Australian dollar, rather than just \$).

Do not place a currency symbol after the value (e.g. 123\$, 123£, 123€). Currency abbreviations that come before the number are unspaced if they consist of or end in a symbol (£123, €123), and spaced if alphabetic (R 75).

Format ranges with one, rather than two, currency signifiers (e.g. \$250 to 300, not \$250 to \$300). A US\$ conversion rate for all other currencies will need to be included in the article's list of abbreviations and notes.

If there is no common English abbreviation or symbol, use the ISO 4217 standard (details found at http://en.wikipedia.org/wiki/ISO_4217).

Do not spell out "percent" when used in text with specific values. Instead use the symbol (%) in text as well as in graphs and tables. *Example: Is the moisture content measured in percent? The moisture content is 15%.*

When referring to forms of essential nutrients taken up by plants from the soil solution, the terms should be spelled out clearly the first time they appear in text, followed by the appropriate chemical notation.

Nutrient	Chemical form taken up by the plant
Nitrogen (N)	nitrate (NO_3^-); ammonium (NH_4^+)
Phosphorus (P)	orthophosphate (HPO_4^{2-}); H_2PO_4^-
Potassium (K)	K^+
Calcium (Ca)	Ca^{2+}
Magnesium (Mg)	Mg^{2+}
Sulfur (S)	sulfate (SO_4^{2-})
Boron (B)	H_3BO_3 ; $\text{B}_4\text{O}_7^{2-}$; H_2BO_3^- ; HBO_3^{2-} ; BO_3^{3-}
Chloride (Cl)	Cl^-
Copper (Cu)	cupric (Cu^{2+})
Iron (Fe)	ferrous (Fe^{2+}); ferric (Fe^{3+})
Manganese (Mn)	Mn^{2+}
Molybdenum (Mo)	molybdate (MoO_4^{2-})
Nickel (Ni)	Ni^{2+}
Zinc (Zn)	Zn^{2+}