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Contents

No. 1 (February 1975)

PAGE

Interspecies study on the effect of perphenazine on milk yield and composition. J. SHANI (MISHKINSKY), A. T. COWIE and W. H. BROSTER	1
Influence of sympathomimetic drugs on the motility of bovine teat muscles. G. PEETERS and R. DE BRUYCKER	11
Organochlorine content of milks, dairy products and animal feed ingredients: Ireland 1971–1972. W. K. DOWNEY, M. P. FLYNN and S. A. AHERNE	21
Proteolysis detection in milk. III. Relationships between bacterial populations, tyrosine value and organoleptic quality during extended cold storage of milk and cream. H. S. JUFFS	31
Some physico-chemical properties of porcine milk. M. C. T. HOYNES and P. F. FOX	43
Studies on the heat stability of milk protein. II. Effect of exposing milk to light. A. W. M. SWEETSUR and J. C. D. WHITE	57
Studies on the heat stability of milk protein. III. Effect of heat-induced acidity in milk. A. W. M. SWEETSUR and J. C. D. WHITE	73
Properties of aseptically packed ultra-high-temperature milk. III. Formation of polymerized protein during storage at various temperatures. A. T. ANDREWS	89
Separation of the glycopeptides released by the action of rennin on whole milk. G. SIMPSON, G. SINKINSON and J. V. WHEELOCK	101
Proteolysis in Cheddar cheese: influence of the rate of acid production during manufacture. R. B. O'KEEFFE, P. F. FOX and C. DALY	111
The nature of the stimulation of the growth of <i>Streptococcus lactis</i> by yeast extract. J. SELBY SMITH, A. J. HILLIER, G. J. LEES and G. R. JAGO	123
Citrate utilization in milk by <i>Leuconostoc cremoris</i> and <i>Streptococcus diacetylactis</i> . T. M. COGAN	139
Peptidase activities in Group N streptococci. L. MOU, J. J. SULLIVAN and G. R. JAGO	147
Preparation and properties of α_s -casein from buffalo's milk. M. H. ABD EL-SALAM	157
Preparation and properties of β -casein from buffalo's milk. M. H. ABD EL-SALAM and S. EL-SHIBINY	163
A study of the properties of dissociated bovine casein micelles. L. K. CREAMER and G. P. BERRY	169

	PAGE
Autoxidation in milk rich in linoleic acid. I. An objective method for measuring autoxidation and evaluating antioxidants. G. S. SIDHU, M. A. BROWN and A. R. JOHNSON.	185
Reviews of the progress of Dairy Science. Water-soluble vitamins in milk and milk products. M. E. GREGORY	197

No. 2 (June 1975)

Studies on the milk composition of West African dwarf, Red Sokoto and Saanen goats at different stages of lactation. I. Total solids, butterfat, solids-not-fat, protein, lactose and energy contents of milk. A. U. MBA, B. S. BOYO and V. A. OYENUGA	217
Fluoro-opto-electronic cell-counting on milk. P. SCHMIDT MADSEN.	227
The use of marker enzymes to assay the churning of milk. D. J. STANNARD	241
Tributyrate as a substrate for the determination of lipase activity in milk. H. B. CASTBERG, P. SOLBERG and T. EGELRUD	247
Lipases in bovine milk and the relationship between the lipo-protein lipase and tributyrates hydrolysing activities in cream and skim-milk. H. B. CASTBERG, T. EGELRUD, P. SOLBERG and T. OLIVECRONA	255
The precipitation of proteins by carboxymethyl cellulose. J. G. ZADOW and R. D. HILL	267
Proteolysis detection in milk. IV. Starch-gel electrophoresis and formol titration. H. S. JUFFS	277
The effect of oxygen content on flavour and chemical changes during aseptic storage of whole milk after ultra-high-temperature processing. E. L. THOMAS, H. BURTON, J. E. FORD and A. G. PERKIN	285
The preparation and assessment of a suitable <i>Mucor pusillus</i> Lindt proteinase-swine pepsin mixture for Cheddar cheese-making. M. L. GREEN and A. STACKPOOLE	297
Accelerated cheese ripening: a method for increasing the number of lactic starter bacteria in cheese without detrimental effect to the cheese-making process, and its effect on the cheese ripening. H.-E. PETTERSSON and G. SJÖSTRÖM	313
Acid phosphatase activity in cheese and starters. A. T. ANDREWS and E. ALICHANIDIS	327
Observations on the microscopic crystalline inclusions in Cheddar cheese. B. E. BROOKER, D. G. HOBBS and A. TURVEY	341

No. 3 (October 1975)

	PAGE
Relationships between stage of lactation and pregnancy and blood composition in a herd of dairy cows and the influences of seasonal changes in management on these relationships. G. J. ROWLANDS, R. MANSTON, R. M. POCOCK and S. M. DEW	349
Urea and phosphate supplemented molassed sugar-beet pulp nuts used as a major component of milk production concentrates for dairy cows. J. J. PARKINS, G. FISHWICK, N. S. RITCHIE, R. G. HEMINGWAY and R. HENDERSON	363
Carnitine secretion into milk of ruminants. A. M. SNOSWELL and J. L. LINZELL	371
Association of bovine α_{s1} - and β -casein using the fluorescent properties of 1,8-anilino-naphthalene sulphonate. L. K. CREAMER and J. V. WHEELOCK	381
The acid phosphates of bovine leucocytes, plasma and the milk of healthy and mastitic cows. A. T. ANDREWS and E. ALICHANIDIS	391
Membrane material in bovine skim-milk from udder quarters infused with endotoxin and pathogenic organisms. M. ANDERSON, B. E. BROOKER, A. T. ANDREWS and E. ALICHANIDIS	401
High-melting-point triglycerides and the milk-fat globule membrane. F. B. P. WOODING and P. KEMP	419
Heat stability of milk: Influence of colloidal calcium phosphate and β -lactoglobulin. P. F. FOX and M. C. T. HOYNES	427
Relationship between temperature and sterilizing efficiency of heat treatments of equal duration. Experimental testing with suspensions of spores in milk heated in an ultra-high-temperature sterilizer. J. HERMIER, P. BEGUE and O. CERF	437
A procedure for the isolation of gastric enzymes. P. A. O'LEARY and P. F. FOX	445
Milk gel structure. IV. Microstructure of yoghurts in relation to the presence of thickening agents. M. KALAB, D. B. EMMONS and A. G. SARGANT	453
Reviews of the progress of dairy science. The milk-fat globule membrane. M. ANDERSON and T. E. CAWSTON	459

Index of Authors

- ABD EL-SALAM, M. H., 157, 163
 AHERNE, S. A., 21
 ALICHAVIDIS, E., 327, 391, 401
 ANDERSON, M., 401, 459
 ANDREWS, A. T., 89, 327, 391, 401

 BEGUE, P., 437
 BERRY, GILLIAN P., 169
 BOYO, B. S., 217
 BROOKER, B. E., 341, 401
 BROSTER, W. H., 1
 BROWN, M. A., 185
 BURTON, H., 285

 CASTBERG, HELGE B., 247, 255
 CAWSTON, T. E., 459
 CERF, O., 437
 COGAN, T. M., 139
 COWIE, A. T., 1
 CREAMER, L. K., 169, 381

 DALY, C., 111
 DE BRUYCKER, REGINA, 11
 DEW, SALLY M., 349
 DOWNEY, W. K., 21

 EGELRUD, T., 247, 255
 EL-SHIBINY, SAFINAZ, 163
 EMMONS, D. B., 453

 FISHWICK, G., 363
 FLYNN, MARY P., 21
 FORD, J. E., 285
 FOX, P. F., 43, 111, 427, 445

 GREEN, MARGARET L., 297
 GREGORY, MARGARET E., 197

 HEMINGWAY, R. G., 363
 HENDERSON, R., 363
 HERMIER, J., 437
 HILL, R. D., 267
 HILLIER, A. J., 123
 HOBBS, D. G., 341
 HOYNES, M. C. T., 43, 427

 JAGO, G. R., 123, 147
 JOHNSON, A. R., 185
 JUFFS, H. S., 31, 277

 KALAB, MILOSLAV, 453
 KEMP, P., 419

 LEES, G. J., 123
 LINZELL, J. L., 371

 MANSTON, R., 349
 MBA, A. U., 217
 MOU, LYNETTE, 147

 O'KEEFFE, R. B., 111
 O'LEARY, P. A., 445
 OLIVECRONA, T., 255
 OYENUGA, V. A., 217

 PARKINS, J. J., 363
 PEETERS, G., 11
 PERKIN, A. G., 285
 PETERSSON, H.-E., 313
 POCOCK, RITA M., 349

 RITCHIE, N. S., 363
 ROWLANDS, G. J., 349

 SARGANT, A. G., 453
 SCHMIDT MADSEN, P., 227
 SELBY SMITH, J., 123
 SHANI (MISHKINSKY), J., 1
 SIDHU, G. S., 185
 SIMPSON, G., 101
 SINKINSON, G., 101
 SJÖSTRÖM, G., 313
 SNOSWELL, A. M., 371
 SOLBERG, P., 247, 255
 STACKPOOLE, A. 297
 STANNARD, D. J., 241
 SULLIVAN, J. J., 147
 SWEETSUR, A. W. M., 57, 73

 THOMAS, E. L., 285
 TURVEY, A., 341

 WHEELOCK, J. V., 101, 381
 WHITE, J. C. D., 57, 73
 WOODING, F. B. P., 419

 ZADOW, J. G., 267

Index of Subjects

- Antioxidants**, evaluation, milk rich in linoleic acid, 185
- Autoxidation**, *see* **Oxidation**
- Blood**, composition, lactation and/or pregnancy stage, relationship, 349
leucocytes, plasma, acid phosphatases, 391
- Buffalo(es)**, milk, α_s -casein, 157
 β -casein, 163
- Butterfat**, *see* **Milk fat**
- Calcium phosphate**, colloidal, heat stability, milk, 427
- Carboxymethyl cellulose**, precipitation of proteins, 267
- Carnitine**, concentration, milk, 371
- Casein**, micelles, dissociated, properties, 169
yoghurt, 453
- α_s -**Casein**, preparation, properties, buffalo's milk, 157
- α_1 -**Casein**, β -casein, association, 381
- β -**Casein**, preparation, properties, buffalo's milk, 163
- Cheddar cheese**, crystalline inclusions, 347
production, mixture, 2 rennet substitutes, 297
proteolysis, effect of rate of acid production, 111
- Cheese**, and starters, acid phosphatase activity, 327
- Cheesemaking**, *see* **Cheddar cheese**, **Cheese ripening**
- Cheese ripening**, acceleration, lactic starter bacteria, number, increase, 313
- Chymosins**, *see* **Rennins**
- Citrate**, utilization, starters, milk, 139
- Coagulation**, milk protein, heated, colloidal calcium phosphate, β -lactoglobulin, influence, 427
factors, 57, 73
- Concentrates**, *see* **Diet**
- Cream**, lipoprotein lipase, tributyrates hydrolysing activities, relationship, 255
- Dairy products**, *see also individual products*
insecticidal contamination, Ireland, 1971–2, 21
water-soluble vitamins, content (review), 197
- Diet**, molassed sugar-beet pulp, urea, phosphate added, milk yield, 363
- Disease**, *see* **Mastitis**
- Enzymes**, *see also* **Lipase(s)**, **Pepsin**, **Peptidase**, **Phosphatase(s)**, **Rennet**, **Rennin(s)**
release, milk fat globule membrane, index of milk churning, 241
- Feeding-stuffs**, insecticidal contamination, Ireland, 1971–2, 21
- Flavour**, milk, UHT treatment, varying O₂ content, storage, 285
- Glycopeptides**, released, milk, action, rennin, separation, 101
- Goats**, milk, composition, 217
- Heat stability**, *see* **Coagulation**, milk protein, heated
- Heat treatment**, *see* **Sterilization**
- Insecticides**, contamination, milks, dairy products, animal feed ingredients, Ireland, 1971–2, 21
- Ireland**, insecticidal contamination, milks, dairy products, animal feed ingredients, 1971–2, 21
- Lactation**, stage, composition, blood, 349
- Lactic acid bacteria**, treated, added, cheese-making, ripening, accelerated, 313
- β -**Lactoglobulin**, heat stability, milk, 427
- Leuconostoc cremoris**, citrate utilization, milk, 139
- Light**, effect on heat stability, milk protein, 57
- Linoleic acid** high levels, milk fat, oxidation, 185
- Lipase(s)**, milk, activity, tributyrates as substrate, 247
identification, 255
- Mastitis**, acid phosphatases, milk, 391
milk membrane material, skim-milk, 401
- Membrane material**, skim-milk, from infected quarters, 401
- Milk**, acid phosphatases, 391
action of rennin, glycopeptides, separation, 101
carnitine, concentration, 371
cell counts, fluoro-opto-electronic instrument, 227
coagulation, *see* **Coagulation**
insecticidal contamination, Ireland, 1971–2, 21
lipase(s), activity, tributyrates as substrate, 247
identification, 255
pigs, physico-chemical properties, 43
proteolysis, detection, 31, 277
UHT sterilization, changes, storage, 89
flavour, chemical changes, varying O₂ content, 285
- Milk composition**, goats, 217
perphenazine, effect of, 1
UHT sterilized, stored, 89
water-soluble vitamins, content (review), 197
- Milk fat**, globule, damage, detection, 241
membrane (review), 459
triglycerides, 419
linoleic-acid rich, oxidation, 185

- Milk protein(s)**, *see also* **Proteins**
 breakdown, *see* **Proteolysis**
 heat stability, colloidal calcium phosphate, β -lactoglobulin, influence, 427
 factors, 57, 73
 polymerization, UHT sterilized milk, stored, 89
- Milk yield**, feeding, molassed sugar-beet pulp, urea, phosphate added, 363
 perphenazine, effect of, 1
- Mucor pusillus** Lindt proteinase (Noury rennet), swine pepsin, mixture, cheesemaking, 297
- Oxidation**, milk fat, linoleic-acid rich, 185
- Oxygen**, dissolved in UHT milk, flavour, chemical changes, during storage, 285
- Pepsin**, bovine, ovine, caprine, isolation, 445
 swine, *Mucor pusillus* Lindt proteinase, mixture, cheesemaking, 297
- Peptidase**, activities, Group N streptococci, 147
- Perphenazine**, action, milk-yield, -composition, 1
- pH**, Cheddar cheese, proteolysis, 111
 milk protein, heat stability, 57, 73, 427
- Phosphatase(s)**, acid, activity, cheese, and starters, 327
 leucocytes, plasma, normal-, mastitic-milk, 391
- Phosphate**, urea, supplement, molassed sugar-beet pulp, milk yield, 363
- Pigs**, milk, physico-chemical properties, 43
- Pregnancy**, stage, composition, blood, 349
- Proteins**, *see also* **Milk protein(s)**
 precipitation by carboxymethyl cellulose, 267
- Proteolysis**, Cheddar cheese, effect of rate of acid production, 111
 milk detection, 31, 277
- Rennet**, substitutes, mixture, cheesemaking, 297
- Rennin(s)**, action, milk, glycopeptides, separation, 101
 lamb, piglet, kid, isolation, 445
- Separated milk**, *see* **Skim-milk**
- Skim-milk**, from infected quarters, membrane material, 401
 lipoprotein lipase, tributyrate hydrolysing activities, relationship, 255
- Starters**, and cheese, acid phosphatase activity, 327
 citrate utilization, milk, 139
- Sterilization**, UHT, milk, changes after storage, 89
 temperature, sterilizing efficiency, relationship, 437
 varying O₂ content, flavour, chemical changes, during storage, 285
- Storage**, milk, UHT sterilized, changes, 89
 varying O₂ content, flavour, chemical changes, 285
- Streptococci**, Group N, peptidase activities, 147
- Streptococcus diacetilactis**, citrate utilization, milk, 139
- S. lactis**, growth, stimulation, yeast extract, 123
- Sugar-beet**, pulp, molassed, urea, phosphate added, milk yield, 363
- Sympathomimetic drugs**, teat muscles, motility, 11
- Teat**, muscles, motility, effect of sympathomimetic drugs, 11
- Temperature**, protein polymer formation, UHT sterilized milk, stored, 89
- Triglycerides**, milk-fat globule membrane, 419
- Urea**, phosphate, supplement, molassed sugar-beet pulp, milk yield, 363
- Vitamins**, water-soluble, content, milk, milk products (review), 197
- Yeast extract**, stimulation, growth, *Streptococcus lactis*, 123
- Yoghurts**, microstructure, thickening agents added, 453

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Contents of Volume 39 Number 1 :

J. G. Barr: Changes in the extracellular accumulation of antibiotics during growth and sporulation of *Bacillus subtilis* in liquid culture. D. A. A. Mossel, Clara L. Vega and Henriette M. C. Put: Further studies on the suitability of various media containing antibacterial antibiotics for the enumeration of moulds in food and food environments. J. J. Owens and P. C. L. John: The egg yolk and lipolytic reactions of coagulase positive staphylococci. F. I. K. Ahmed and C. Russell: Synergism between ultrasonic waves and hydrogen peroxide in the killing of micro-organisms. J. A. Stott, J. E. Hodgson and Jane C. Chaney: Incidence of Salmonellae in animal feed and the effect of pelleting on content of enterobacteriaceae. E. A. Gray: Survival of *Escherichia coli* in stream water in relation to carbon dioxide and plant photosynthesis. S. Notermans, E. H. Kampelmacher and M. Van Schothorst: Studies on sampling methods used in the control of hygiene in poultry processing. J. G. Jones: Some observations on the occurrence of the iron bacterium *Leptothrix ochracea* in fresh water, including reference to large experimental enclosures. R. H. Dainty, B. G. Shaw, Klaska A. de Boer and Elly S. J. Scheps: Protein changes caused by bacterial growth on beef. Book reviews.

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Articles

1. Alterations in the micellar, soluble and other casein fractions in abnormal bovine milk secretions by L. N. SINGH and N. C. GANGULI.
2. Studies on copper content in buffalo milk and its influence on fat oxidation by V. RATHINAM and SUKUMAR DE.
3. Glyceride composition of buffalo and cow milk fats by M. K. RAMA MURTHY and K. M. NARAYANAN.
4. Sources of staphylococci in raw buffalo milk by INDERJIT JUNEJA and R. N. PAL.
5. Lipids and phospholipid composition of a few mold strains by RATTAN CHAND, D. V. MOHAN DAS and R. A. SRINIVASAN.
6. Role of inoculating organisms on the physico-chemical changes of milk and on final curd quality by R. K. BAISYA and A. N. BOSE.
7. Crop planning for profitable dairy farming by HARKISHAN SINGH and T. R. PURI.
8. Nutritive parameters for summer legume forages in relation to phosphorus levels and irrigation regimes by BHAGWAN DAS, S. K. ARORA, R. S. PARODA, P. S. GILL and Y. P. LUTHRA.
9. Effect of processing wheat straw and urea supplementation on its nutritive value by R. R. KHAJURIA and V. D. MUDGAL.
10. Relationship of bovine seminal and erythrocyte antigens by RAMLAL P. GUPTA and EDWARD M. WILSON.

11. Studies on parturition in Sahiwal cows by M. S. KADU and A. S. KAIKINI.

Short communications

1. Carbonyls in thermally oxidised ghee by B. S. BECTOR and K. M. NARAYANAN.
2. Effect of sub-clinical and clinical mastitis on chemical composition of milk by B. SREEKUMAR, R. K. YADAVA and R. S. RAWAT.
3. Studies on counts of different groups of bacteria during storage of milk powders by D. R. GHODEKAR and V. K. N. NAMBUDRIPAD.
4. Sensitivity of some common organisms to nisin by M. S. KALRA and A. T. DUDANI.
5. Survey of the microbiological quality of *burfi* and *pera* in Allahabad market by AJAB SINGH, R. B. SINGH and J. C. EDWARD.
6. Effect of nutrient conversion into milk production in F₁ Brown Swiss X Sahiwal crossbred and Sahiwal cows by V. S. RAINA, D. S. BHATNAGAR and M. V. N. RAO.
7. A note on the computation of least squares constant for interactions by weighted mean sum of squares analysis by H. K. B. PAREKH.
8. Variations in individual quarter yields in dairy cows by S. R. GAWALI and D. S. BHATNAGAR.

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Volume 90, Part 1, September 1975

- The Entry of D-Ribose into some Yeasts of the Genus *Pichia*. By J. A. BARNETT
- Synthesis of Yeast Wall Glucan. By R. SENTANDREU, M. V. ELORZA and J. R. VILLANUEVA
- Identification of *Chromobacterium violaceum*: Pigmented and Non-pigmented Strains. By R. SIVENDRA, H. S. LO and K. T. LIM
- Correlation of Virulence with Secretion *in vitro* of Three Wall-degrading Enzymes in Isolates of *Sclerotinia fructigena* Obtained after Mutagen Treatment. By H. E. HOWELL
- The Fine Structure of Eadie's Ovals Isolated from Sheep Rumen. By E. A. MUNN and C. G. ORPIN
- Metabolism of the Germinating Sclerotium of *Claviceps purpurea*. By K. CORBETT, A. G. DICKERSON and P. G. MANTLE
- Inhibition of Protein Synthesis by D-threo-chloramphenicol in the Laboratory and Nodule Forms of *Rhizobium lupini*. By D. R. COVENTRY and M. J. DILWORTH
- 2'-Deoxyadenosine and A23187 as Agents for Inducing Synchrony in the Budding Yeast, *Kluyveromyces fragilis*. By C. S. PENMAN and J. H. DUFFUS
- Catabolite Repression of *Pseudomonas aeruginosa* Amidase: The Effect of Carbon Source on Amidase Synthesis. By P. F. SMYTH and P. H. CLARKE
- Catabolite Repression by *Pseudomonas aeruginosa* Amidase: Isolation of Promotor Mutants. By P. F. SMYTH and P. H. CLARKE
- The Hydrogenation of Unsaturated Fatty Acids by Five Bacterial Isolates from the Sheep Rumen, Including a New Species. By P. KEMP, R. W. WHITE and D. J. LANDER
- Wall Structure and Germination of Spores in *Cunninghamella echinulata*. By S. R. KHAN
- Numerical Analysis and Computerized Identification of the Yeast Genera *Candida* and *Torulopsis*. By I. CAMPBELL
- Some Properties of the Polysaccharide from Cell Cultures Infected with TRIC Agent (*Chlamydia trachomatis*). By A. J. GARRETT
- Soil Fungistasis: Role of Spore Exudates in the Inhibition of Nutrient-independent Propagules. By P. R. BRISTOW and J. L. LOCKWOOD
- Soil Fungistasis: Role of the Microbial Nutrient Sink and of Fungistatic Substances in Two Soils. By P. R. BRISTOW and J. L. LOCKWOOD
- Regulation of Fructose Uptake by Glucose in *Escherichia coli*. By D. AMARAL and H. L. KORNBERG
- Assimilation of Exogenous Fructose, Aspartate and Some Organic Acids During the Growth of Methylotrophs. By J. COLBY and L. J. ZATMAN

SHORT COMMUNICATIONS

- Pathways and Regulation of Glutamate Synthesis in a *Corynebacterium* sp. Overproducing Glutamate. By J. P. VANDECASTEELE, J. LEMAL and M. COUDERT
- The Effects of Various Growth Temperatures on Nuclear Division, DNA and RNA in the Budding Yeast, *Kluyveromyces fragilis*. By C. S. PENMAN and J. H. DUFFUS
- Activities of Regulatory Enzymes in Alkane-utilizing and Lipid-accumulating Yeasts and Moulds. By D. A. WHITWORTH and C. RATLEDGE
- Antagonism by Sterols of the Action of Amphotericin and Filipin on the Release of Potassium Ions from *Candida albicans* and *Mycoplasma mycoides* subsp. *capri*. By D. B. ARCHER and E. F. GALE

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Tables should be numbered and should carry headings describing their content. They should be comprehensible without reference to the text. They should be typed on separate sheets and their approximate positions in the text indicated. To minimize the cost of printing, the number and size of tables should be kept to an absolute minimum.

ILLUSTRATIONS

Line drawings, which must be originals, should be numbered as Figures and photographs as Plates, in Arabic numerals. Drawings should be in Indian ink, on Bristol board or cartridge paper. However, a technique which may be more convenient to authors is to use a double-sized piece of tracing paper, or translucent graph paper faintly lined in blue or grey, folded down the centre with the drawing on one half and the other half acting as a flyleaf.

Attached to every figure and plate there should be a translucent flyleaf cover on the outside of which should be written legibly: (a) title of paper and name of author; (b) figure or plate number and explanatory legend;

(c) the figures and lettering, which are intended to appear on the finished block, in the correct positions relative to the drawing underneath. Each paper should have a separate typed sheet listing figure and plate numbers with their legends, and the approximate positions of illustrations should be indicated in the text.

The photographs and diagrams should be about twice the size of the finished block and not larger overall than the sheets on which the paper itself is typed. For a figure measuring 250 mm × 150 mm all lines, axes and curves should be 0.4 mm thick, thus . Graph symbols in order of preference are ○ ●, △ ▲, □ ■, × +, and for a 250 mm × 150 mm graph the circles should be 3 mm in diam. The triangles should be equilateral of 3 mm side, and the squares also of 3 mm side. The crosses should have lines 3 mm long at right angles. Scale marks on the axes should be on the inner side of each axis and should be 3 mm long.

SHORT COMMUNICATIONS

Short communications or notes of not more than 2000 words, containing only one Table or Figure, and without a summary will also be published.

REFERENCES

In the text, references should be quoted by whichever of the following ways is appropriate: Arnold & Barnard (1900); Arnold & Barnard (1900a); Arnold & Barnard (1900a, b); (Arnold & Barnard, 1900). Give all the surnames of 3 authors at the first mention, but in subsequent citations and in all cases where there are more than 3 authors give only the first surname (e.g. Brown *et al.*) provided that there is no possible ambiguity.

References should be listed alphabetically at the end of the paper. Titles of journals should be given in full, authors' initials should be included, and each reference should be punctuated in the typescript thus: Arnold, T. B., Barnard, R. N. & Compound, P. J. (1900). *Journal of Dairy Research* 18, 158. References to books should include names of authors, year of publication, title, names of editors, town of publication and name of publisher in that order, thus: Arnold, T. B. (1900). *Dairying*. London: Brown and Chester.

It is the duty of the author to check all references.

UNITS, SYMBOLS AND ABBREVIATIONS

SI units must be used, as explained in British Standards Institution publication PD 5686:1972, *The use of SI units*. Until SI units are widely understood, it is permissible to give the equivalent value in other units in parenthesis. Symbols and abbreviations used are those of British Standard 1991: Part 1: 1967. *Letter Symbols, Signs and Abbreviations*.

DESCRIPTIONS OF SOLUTIONS

Normality and molarity should be indicated thus: N-HCl, 0.1 M-NaH₂PO₄. The term '% ' means g/100 g solution. For ml/100 ml solution the term '% (v/v)' should be used and for g/100 ml solution the correct abbreviation is '% (w/v)'.

REPRINTS

Order forms giving quotations for reprints are sent to authors with their proofs.

CONTENTS

Relationships between stage of lactation and pregnancy and blood composition in a herd of dairy cows and the influences of seasonal changes in management on these relationships G. J. ROWLANDS, R. MANSTON, R. M. POCOCK and S. M. DEW	pages 349-362
Urea and phosphate supplemented molassed sugar-beet pulp nuts used as a major component of milk production concentrates for dairy cows J. J. PARKINS, G. FISHWICK, N. S. RITCHIE, R. G. HEMINGWAY and R. HENDERSON	363-369
Carnitine secretion into milk of ruminants A. M. SNOSWELL and J. L. LINZELL	371-380
Association of bovine α_{s1} - and β -casein using the fluorescent properties of 1, 8-anilino-naphthalene sulphionate L. K. CREAMER and J. V. WHEELLOCK	381-389
The acid phosphates of bovine leucocytes, plasma and the milk of healthy and mastitic cows A. T. ANDREWS and E. ALICHANIDIS	391-400
Membrane material in bovine skim-milk from udder quarters infused with endotoxin and pathogenic organisms M. ANDERSON, B. E. BROOKER, A. T. ANDREWS and E. ALICHANIDIS	401-417
High-melting-point triglycerides and the milk-fat globule membrane F. B. P. WOODING and P. KEMP	419-426
Heat stability of milk: Influence of colloidal calcium phosphate and β -lactoglobulin P. F. FOX and M. C. T. HOYNES	427-435
Relationship between temperature and sterilizing efficiency of heat treatments of equal duration. Experimental testing with suspensions of spores in milk heated in an ultra-high-temperature sterilizer J. HERMIER, P. BEGUE and O. CERF	437-444
A procedure for the isolation of gastric enzymes P. A. O'LEARY and P. F. FOX	445-451
Milk gel structure. IV. Microstructure of yoghurts in relation to the presence of thickening agents M. KALAB, D. B. EMMONS and A. G. SARGANT	453-458
Reviews of the progress of dairy science. The milk-fat globule membrane M. ANDERSON and T. E. CAWSTON	459-483

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