

Information for Authors

Scope and policy of the Journal

Biological Chemistry Hoppe-Seyler provides rapid publication for reports on molecular studies of exceptional biological interest. The Journal publishes full length papers, short communications, reviews and mini-reviews. Reviews are published by invitation only, but suggestions to the Editor-in-Chief are welcome. Submission of a manuscript to *Biological Chemistry Hoppe-Seyler* implies that the work described has not been published before and is not under consideration for publication elsewhere. It is the corresponding author's responsibility to ensure that all authors see the manuscript and approve of its submission for publication. Once the manuscript is accepted, it must not be published elsewhere without the consent of the copyright holders.

Submission of manuscripts

One original and three high-quality copies of the manuscript, including all figures and tables, should be submitted to:

Biological Chemistry Hoppe-Seyler

Editorial Office

attn. Dr. Walter Schaffner

Walter de Gruyter & Co.

Genthiner Str. 13

D-10785 Berlin

Tel.: +49-30-26005-208

Fax: +49-30-26005-298

Each manuscript should be accompanied by a cover letter containing a brief statement by the authors as to the element of novelty upon which they base their request for publication in *Biological Chemistry Hoppe-Seyler*. The reviewing process may be expedited by indicating the names and full postal addresses (including phone and fax numbers) of at least four potential referees who are not editors or members of the Editorial Board of the Journal.

Review of manuscripts and speed of publication

Papers will be independently reviewed by at least two referees selected by the Editors of *Biological Chemistry Hoppe-Seyler*. On the average, decisions will be reached within three to four weeks of submission. When papers are accepted subject to revision, revision is allowed only once. The revised manuscript (one original and two copies) must be submitted within two months of the authors' notification of conditional acceptance. It is the aim of the Journal to publish papers within four months after their receipt by the Editor-in-Chief.

Preparation of manuscripts

Manuscripts must be written in clear and concise English and should be regarded as final texts. Illustrations must be submitted in original quality with all four copies. No changes may be made at the proof state other than correction of printer's errors.

General format and length

Manuscripts (including table legends, figure legends and references) should be typed double-spaced with font size 12 letters on only one side of A4 or 8 1/2 x 11" paper. Pages should be numbered (with the title page as 1) and have margins of 2.5 cm (1 inch) on all sides. Footnotes in the text should be avoided; parentheses should be used instead. Full length papers and reviews should occupy no more than eight printed pages, short communications and mini-reviews should not exceed four printed pages. Each full page of printed text corresponds to approximately 1400 words. Please allow sufficient space for tables and illustrations within the page limit.

Sections

Full length papers should be organized into Title page, Summary, Key words, Introduction, Results, Discussion, Materials and Methods, Acknowledgements, References, Tables and Figure legends.

Short communications should be subdivided into an Abstract, Key words, and a single section of main text without headings. Experimental procedures should be described in legends to figures or footnotes to tables. Acknowledgements and References should be presented as in full length papers.

Title page

The title page should include (a) a short and informative full article title (series titles are not accepted); (b) names of all authors (with one forename in full for each author), followed by their affiliations (department, institution, city with postcode, country); (c) the mailing address, fax and phone number of the corresponding author; (d) a running title of 50 characters or less. If there is more than one institution involved in the work, authors' names should be linked by superscript consecutive numbers to the appropriate institutions. If required, small letters should be used to indicate present addresses.

Summary and key words

The second page of the manuscript should contain the summary and the key words. The summary should be a single paragraph of no more than 200 words (full length paper or review) or 100 words (short communication or mini-review) which must be comprehensible to readers before they have read the paper. Abbreviations and reference citations should be avoided. Below the summary up to six key words, which are not part of the title, should be given in alphabetical order and separated by slashes (/). Together with the title the key words provide the basis for the annual Subject Index.

Acknowledgements

Acknowledgements should be placed at the end of the text. Names of funding organizations should be written in their entirety.

References

For citations authors are encouraged to rely as far as possible upon articles published in primary research journals.

Unpublished results and personal communications should be cited as such within the text; personal communications must be substantiated by a letter of permission. Meeting abstracts may not be cited.

Within the text references should be cited by author and date; *et al.* should be used if there are more than two authors. At the end of the text citations should be in alphabetical order and should contain complete titles.

The number of references should not exceed 150 for reviews or 30 for mini-reviews.

The names of journals should be abbreviated according to the *World List of Scientific Periodicals*.

The volume number of a journal should be given in italics. Citations should be in accordance with the following examples:

Kyte, J., and Doolittle, R.F. (1982). A simple method for displaying the hydrophobic character of a protein. *J. Mol. Biol.* 157, 105–132.

Khan, M.A. (1987). HLA and ankylosing spondylitis. In: *Ankylosing Spondylitis. New Clinical Applications in Rheumatology*, Vol. 1, J.J. Calabro and C. Dick, eds. (Lancaster, England: MTP Press, Ltd.), pp. 23–45.

Hogan, B., Costantini, F., and Lacy, E. (1986). *Manipulating the Mouse Embryo: A Laboratory Manual* (Cold Spring Harbor, New York: Cold Spring Harbor Laboratory Press).

Tables

Tables should be typed on separate pages and be numbered consecutively using Arabic numerals. If a table is exceptionally large or contains special symbols it should be submitted camera-ready. A short descriptive title, column headings, and (if necessary) footnotes should make each table self-explanatory. Please indicate in the manuscript the approximate position of each table.

Illustrations

Illustrations will be reduced in size to fit, whenever possible, the width of a single column, i.e. 80 mm, or a double column, i.e. 168 mm, of text. Ideally, single column figures should be submitted with a width of 100 mm, double column figures with a width of 210 mm. Lettering of all figures within the article should be uniform in style (preferably a sans serif typeface) and of sufficient size (so that the final height will be approximately 2 mm). Uppercase letters A, B, C etc. should be used to identify individual parts of multi-part figures. On the back of each figure the name of the first author, the figure number and the top margin should be indicated, preferably with a soft pencil. All figures must be cited in the text in numerical order and the approximate position of each should be indicated in the margin. Reference to figures is to be made in the text as Figure 1 etc., Fig. 1 etc. should be used in the figure legends.

Photographs. Photographs should be provided as high-quality glossy prints in order to withstand the inevitable loss of contrast and detail inherent in the printing process.

Color plates. To partially offset the cost of production color figures will be printed with the following charges to the author: DM 1 200.– for the first illustration and DM 600.– for each subsequent illustration in one article. The total cost for color figures will be reduced if several color illustrations appear on one printed page.

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Figure legends. These should be provided on separate, numbered manuscript pages. All symbols and abbreviations used in the figures must be explained, except for standard abbreviations or others defined in the preceding text.

Nomenclature

With respect to biochemical terminology the Journal will follow the rules laid down by the IUPAC-IUB Commission on Biochemical Nomenclature, as given in *Biochemical Nomenclature and Related Documents*, published by the Biochemical Society, U.K. Enzyme names should be in accordance with the recommendations of the IUPAC-IUB Commission on Biochemical Nomenclature, 1978, as given in *Enzyme Nomenclature*, published by Academic Press, New York, 1992.

Genotypes should be given in italics, phenotypes should not be italicized. Nomenclature of bacterial genetics should follow Demerec *et al.* (1966). *Genetics*, 54, 61–76.

Abbreviations

The Journal accepts standard *Journal of Biological Chemistry* abbreviations. Uncommon abbreviations should be defined parenthetically within the text upon first appearance.

Cover illustrations

Each cover of *Biological Chemistry Hoppe-Seyler* will have an illustration selected from one of the articles published in the issue. Authors who wish to have a color photograph considered for the cover should submit a glossy print, 18 cm by 24 cm or 8 inches by 10 inches, and/or a slide. A short descriptive summary of what the picture shows should be included.

Offprints

For each article 75 offprints are supplied free of charge. An Offprint Order Form will accompany the page proofs and should be completed and returned immediately.