

Guide for Authors for Biophysical Chemistry

An International Journal Devoted to the Physics and Chemistry of Biological Phenomena

Aims and Scope

Biophysical Chemistry publishes original research and authoritative reviews at the interface of physics, chemistry and biology. The journal focuses on experimental and theoretical topics relevant to the understanding of biological macromolecules and biological systems in terms of the principles and methods of physics and chemistry. Papers dealing with appropriate model systems, theoretical treatments and simulations, and new methodologies and their interpretation, as well as the interactions, structures and functions of individual biological molecules and of supra-molecular structures, are welcome.

Most work is published in the form of **original research papers** covering the areas outlined above. Urgent work of more topical interest may appear as **Letters** - short articles, no longer than 10 double-spaced manuscript pages (text and figures/tables included). For **Biophysical Chemistry Letters** no proofs will be sent to authors. **Critical reviews** are published by invitation of the Editors, but unsolicited submissions are also welcome. A modest fee will be paid to the senior author upon publication of an invited review. For more details please contact one of the Editors. Occasional **Special Issues** are dedicated to specific topics, commemorations or conference proceedings, at the discretion of the Editors.

Submission information

Submission of a paper to **Biophysical Chemistry** is understood to imply that this is original and unpublished and has neither been published in part nor is being considered elsewhere, and that all authors agree to the submission. All papers are peer reviewed, but the Editors reserve the right to return manuscripts promptly if, in their judgement, the work does not fall within the remit of the journal.

All manuscripts must be written in English, and typed with double or triple spacing with a wide margin. Authors should remember that the journal is international, and widely read by those whose first language is not English. Clarity and precision are usually best achieved by the use of short words and simple sentences. Manuscripts that do not meet an acceptable level of clarity will be returned for editing prior to full review.

Submission and reviewing for all types of manuscripts to *Biophysical Chemistry* proceeds totally online via our Elsevier Editorial System (EES) Website at: <http://ees.elsevier.com/biophyschem/>

By using EES, our authors will benefit from the considerably shorter time required to reach an editorial decision about publication. When submitting via the EES website, you will be guided stepwise through the creation and uploading of the various files and data, among others a submission letter and the names and addresses (including e-mail) of *at least three possible referees*. The last stage of submitting your manuscript is selecting one of our Editors (see information below) you wish to handle your manuscript. Various formats are allowed for the initial submission, including PDF files. The final revision must be as a Word or other suitable word processor document. When a Word or equivalent document is uploaded as the initial submission, the system automatically generates an electronic (PDF) proof, which is then used for reviewing. All correspondence, including the editor's request for revision and final decision, will be by e-mail.

Only in exceptional circumstances will other forms of submission be permitted. If submission via the web-site is not possible, submit one paper copy plus diskette to or send a single electronic file (with embedded figures and tables) to one of our Editors:

Principal Editor:

A. Cooper
Department of Chemistry,
Joseph Black Building,
University of Glasgow,
G12 8QQ Scotland,
UK
Tel.: +44 141 330 5278
Fax: +44 141 330 2910
E-mail: alanc@chem.gla.ac.uk

Editor:

E. Di Cera
Washington University School of Medicine
Department of Biochemistry and Molecular Physics
Box 8231
St Louis
MO 63110, USA
Tel.: (+1) 314 362 4185;
Fax: (+1) 314 747 5354;
E-mail: enrico@wustl.edu

Manuscript preparation

Authors should their manuscript in double-spaced typing on pages of uniform size, with a margin of 2.5 cm and paginated. The manuscript is to be preceded by a page bearing the name, full postal address, fax and telephone numbers, and e-mail address of the corresponding author. Proofs will be sent to this address unless specified otherwise. The number of pages in the manuscript, and the number of tables and illustrations should also be indicated. Words or letters in the text, which are to be printed in italics, should be underlined.

To facilitate the review process, and as prompted by EES, authors should supply a cover letter including a list of at least three **suggested referees** (name, address, email) suitably qualified to comment on the manuscript. Authors may also, if they wish, specify individuals who should not be approached as referees.

Title

The title should be chosen for its information content such that it conveys to the reader the particular nature of the contents of the paper. This should be followed by the name(s) of the author(s) and the name and address where the work was carried out. If the address of an author at the time at which the paper will appear is not the laboratory in which the work was carried out, this may be stated in a footnote. Acknowledgements of financial support should not be made by a footnote to the title or name of the author, but should be included in Acknowledgements at the end of the paper. Papers should be divided into sections, using headings (e.g., Abstract, Introduction, Experimental, Results, Discussion, Conclusions, Acknowledgements, References).

Abstract

All scientific papers (including notes) should have an abstract in English, on a separate sheet. It should consist of a brief and factual account of the contents and conclusions of the paper, in addition to an indication of any new information which it may contain and of its relevance. No references or uncommon abbreviations should be given in the abstract. The abstract of 100-150 words should contain all the pertinent details of the methods and the results obtained, and be written in such a way so that it will address a wider audience.

Keywords

Authors are requested to select a maximum of six keywords (or short phrases) and include them below the abstract. These will be used in the compilation of the volume cumulative index and will be printed on the title page of the article. (Authors should note that American spelling is used and that plural terms are avoided where possible.) Important factors of the investigation as a whole should be selected as keywords and general terms like, membrane, transport, etc., should be avoided. In some cases, the general term can be used when qualified, e.g., membrane protein, K⁺ transport, etc. The key words should be chosen so that the combination of these (as they will appear in the published index) will give the reader sufficient direct information as to the relevance of a given article to his/her particular field. Example: *Title*: Computer simulation of T3/T7 phage infection using lag times *Keywords*: Infection mechanism; Protein synthesis; DNA replication; Lag time; Computer simulation; (Phage T3, Phage T7). The submitted list may be amended by the editorial office to ensure that index entries are consistent throughout the cumulative index. If words appear in parentheses, this indicates that these words are appropriate to the article, but are not of sufficient indexing value; these words will not appear as individual index entries, but will be printed each time a keyword index entry appears.

Introduction

All scientific papers should have a short introduction. This should state clearly the reasons for the work and what is new in the paper, with brief reference to previous work on the subject.

Formulae

Displayed formulae should be numbered and typed or clearly written by hand, with extra spacing allowed above and below. Vectors will be printed in bold-face italics (heavy, slanting type), and should be indicated by a wavy underlining in the typescript. Special attention should be paid to characters that can easily be misread, such as i (lowercase), I (cap), l (el), 1 (one), ' (prime), o (lower case), O (cap.), 0 (zero), degree, u, v, (vee), Greek nu, V (cap); x, multiplication sign, X, z, Z, p, P, Greek rho, etc., and definition of such characters should be given in the margin.

Tables

Considerable thought should be given to the layout of the tables, so that the significance of the results can be grasped readily and quickly. It should also be remembered that the length of a printed page is always greater than its width. Vertical lines are not used to separate the columns of tables. Tables should be typed using double spacing on a separate page. Each table should have an arabic number and a title, which makes its general meaning understandable without reference to the text. When tabulating data, units and symbols should be used in column headings only, and not within the columns themselves. The appropriate places for the insertion of the tables should be indicated in the text of the manuscript. Table legends should be typed with double or triple spacing.

Illustrations

Submit figures and illustrations in electronic format: To create digital artwork, please consult the Elsevier Science Electronic Artwork web site; <http://www.elsevier.com/locate/authorartwork>, which contains appropriate instructions. Please note that Elsevier does allow the submission of MS Office files (Word, Powerpoint, Excel), provided they meet certain conditions (see information given on above mentioned website). It is preferred to save files in JPEG or TIFF format. Label figures as referenced in text and include a list of figure legends.

If electronic format is not available, submit as laser-printed paper copies or glossy prints. On the back of each paper-copy illustration, indicate the first author's name and the figure number.

The figures should be supplied separate from the main text. The line drawings should be original printer/plotter output or drawn in black ink, with careful lettering, large enough (3-5 mm) to remain legible after reduction for printing. The photographs should be high-contrast originals; any scale markers should be inserted on the photograph itself, not drawn below it. Each figure should have a number and a caption; the captions themselves should be collected on a separate sheet. Text graphics such as chemical structures should also be supplied on separate pages:

Written permission from the original author and publisher must be obtained for the use of figures already published. Its source must be indicated in the legend.

Free Colour Online

Colour illustrations will always be processed without charges for appearance on the electronic version of the journal. In addition, they can be reproduced in print as well, but this will be at the author's expense, the cost being determined by the number of pages and the number of colours needed. A special reduced rate is applied for publishing two or more printed colour pages. These prices will be communicated upon individual request.

Abbreviations, symbols and terms

When it is advantageous to the reader, abbreviations or symbols may be used. Should there be any doubt about a particular symbol or abbreviation, the full expression followed by the abbreviation (in parentheses) should be given the first time it appears in the text. Abbreviations used in a figure should be explained in the legend; those used in a table should be taken to use correct terminology.

Quantities, symbols and units

The International System of Units (SI) must be used. Symbols for physical quantities (SI, SI derived, used together with the SI) are recommended, for example, by the International Union of Pure and Applied Chemistry (IUPAC) or by the International Organization for Standardization.

References

In the text, reference to other parts of the paper should be made by section (or equation) number, not by page number.

References to the Literature:

References should be numbered in the order in which they are cited in the text. The list of references at the end of the manuscript should be given using double spacing on a separate sheet of the typescript. References should include the title of the work referred to. Footnotes should not include bibliographic material. Authors should check whether every reference in the text appears in the list of references and vice versa. Numerals for references should be given in square brackets [] in the text. Abbreviations for the titles of journals should be according to the Bibliographic Guide for Editors and Authors, American Chemical Society, 1974. Expressions such as et al., idem and ibid. should not be used in the list of references: details of each reference should be given in full.

The following system should be used:

Book: R. Zallen, The physics of amorphous solids (Wiley, New York, 1983).

Journal articles: T.P.Burghardt, J.E. Lyke and K. Ajtai, Fluorescence emission and anisotropy from rhodamine dimers, *Biophys. Chem.* 59 (1996) 119-131.

Paper in a contributed volume: E. Stelzer and H. Ruf, in: Physical chemistry of transmembrane motion, ed. G. Spach, Studies in physical and theoretical chemistry, vol. 24 (Elsevier, Amsterdam, 1983) p. 37.

Unpublished paper: D. Schallreuther, Ph.D. thesis, Universität Konstanz (1982).

"Personal communication", "in preparation", "unpublished results", etc., should not be cited in the reference list but in the text.

Supplementary Material

Biophysical Chemistry invites authors of articles submitted for publication to provide supplementary material in electronic form. Supplementary material that does not appear in the print version of an article can be found online on ScienceDirect (<http://www.sciencedirect.com>).

Supplementary material (even though not printed) is an integral part of a journal article and therefore will be sent to the reviewers along with the manuscript. Because this material will be mounted exactly as submitted by the author, we recommend that the material be presented in an electronic format that is readily accessible to the community. To ensure that your submitted material is directly usable, please provide the data in one of our recommended file formats. Authors should submit the material in electronic format together with the article and supply a concise and descriptive caption for each file. Please note, however, that supplementary material will not appear in the printed journal.

Copyright transfer

Authors will be requested to transfer copyright of their original paper to the publisher by means of a form which is sent with the proof of the article. They should sign and return it by air mail using the enclosed return label.

Reprints

Twenty-five free reprints per contribution will be made available. Additional reprints may be ordered by filling in and returning to the publisher the order form sent with the proof of the article.

Correspondence

All correspondence with the editors or publishers should contain full reference to the paper concerned, i.e. the names of the authors, the full title, as well as the date of submission and, if known and applicable, the manuscript number assigned during the reviewing process.

Authors can keep track on the progress of their *accepted article*, and set up e-mail alerts informing them of changes to their manuscript's status, by using the "Track your Papers" Tool on Elsevier's author Gateway at: <http://authors.elsevier.com/journal/biophyschem>. This site can also be accessed for any other enquiries.

NIH voluntary posting policy
Official instructions to authors statement

US National Institutes of Health (NIH) voluntary posting (“Public Access”) policy Elsevier facilitates author response to the NIH voluntary posting request (referred to as the NIH “Public Access Policy”; see (<http://www.nih.gov/about/publicaccess/index.htm>) by posting the peer-reviewed author’s manuscript directly to PubMed Central on request from the author, 12 months after formal publication. Upon notification from Elsevier of acceptance, we will ask you to confirm via e-mail (by e-mailing us at (NIHauthorrequest@elsevier.com)) that your work has received NIH funding and that you intend to respond to the NIH policy request, along with your NIH award number to facilitate processing. Upon such confirmation, Elsevier will submit to PubMed Central on your behalf a version of your manuscript that will include peer-review comments, for posting 12 months after formal publication. This will ensure that you will have responded fully to the NIH request policy. There will be no need for you to post your manuscript directly with PubMed Central, and any such posting is prohibited.

Retained authors’ rights

Authors’ rights

As an author you (or your employer or institution) may do the following:

- make copies (print or electronic) of the article for your own personal use, including for your own classroom teaching use
- make copies and distribute such copies (including through e-mail) of the article to research colleagues, for the personal use by such colleagues (but not commercially or systematically, eg., via an e-mail list or list server)
- post a pre-print version of the article on Internet websites including electronic pre-print servers, and to retain indefinitely such version on such servers or sites
- post a revised personal version of the final text of the article (to reflect changes made in the peer review and editing process) on your personal or institutional website or server, with a link to the journal homepage (on elsevier.com)
- present the article at a meeting or conference and to distribute copies of the article to the delegates attending such a meeting
- for your employer, if the article is a ‘work for hire’, made within the scope of your employment, your employer may use all or part of the information in the article for other intra-company use (e.g., training)
- retain patent and trademark rights and rights to any processes or procedure described in the article
- include the article in full or in part in a thesis or dissertation (provided that this is not to be published commercially)
- use the article or any part thereof in a printed compilation of your works, such as collected writings or lecture notes (subsequent to publication of your article in the journal)
- prepare other derivative works, to extend the article into book-length form, or to otherwise re-use portions or excerpts in other works, with full acknowledgement of its original publication in the journal.

Contact details for questions arising after the acceptance of an article, especially those relating to proofs, are provided when an article is accepted for publication.

For further information contact:

Elsevier Science Ireland Ltd
Elsevier House
Brookvale Plaza
East Park
Shannon
County Clare
Ireland
Fax: +353 61 709100;
Tel.: +353 61 709600
E-mail: postmaster@elsevier.ie