

# INSTRUCTIONS FOR AUTHORS

Contributing to the Series

## "Metal Ions in Life Sciences"

edited by

**Astrid Sigel, Eva Freisinger, and Roland K. O. Sigel**

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## 1. GENERAL REMARKS

It is the aim of this series to bring together inorganic and bioinorganic chemistry, coordination chemistry, physical chemistry, biochemistry, biophysics, pharmacology, toxicology, environmental chemistry, clinical chemistry, medicine, etc.. This means, the volumes are intended for advanced students and scientists with quite different backgrounds and should therefore be understandable for people from different fields.

The contributions should be written in a clear, concise, and critical way. Each chapter should survey the 'topic' identified in its title. Speculations and personal views of the authors may to some extent be included, *provided* they can be clearly recognized as such and are well documented. Jargon should be avoided and only terms that are universal should be used (otherwise unequivocal definitions are necessary). It is especially important that instead of pure medical terms expressions of the common language are used (certainly, the *medical expressions in Latin may be added* in parentheses to avoid confusion).

To guarantee a uniform appearance and good looking book, *the following instructions should be carefully followed*.

## 2. SUBMISSION OF THE MANUSCRIPT

In order to facilitate a fast production of the book, please submit your chapter as a word file attached to an e-mail and provide also a pdf file of the whole chapter including the artwork because symbols, equations, etc. very often do not convert correctly. In addition, the artwork (see Section 3.6) should be submitted as TIF, JPG, or PNG files. Should the files get too large, combine all of them in a zip file. These items and the copyright permissions or a statement that no permissions are needed (see Section 4), should be submitted before the deadline agreed upon, to

Astrid Sigel <astrid.sigel@unibas.ch>

and 'cc' also to

Eva Freisinger <freisinger@chem.uzh.ch> and

Roland Sigel <roland.sigel@chem.uzh.ch>

The Editors will coordinate possible changes with the authors and forward the final versions of the manuscripts to the Publisher.

Please incorporate into your manuscript (see Section 3.1) a concise **Abstract** (half a page to one page in the maximum) and 5-8 **Keywords** which characterize your chapter. This material is intended to help abstracting services including the (ACS) *Chemical Abstract Service* as well as the Publisher for advertising purposes of the e- and o-books.

### 3. PREPARATION OF THE MANUSCRIPT

For the preparation of the manuscript, please use the template provided, which can also be found on [www.bioinorganic-chemistry.org/mils](http://www.bioinorganic-chemistry.org/mils)

#### 3.1. Arrangement of the Manuscript

1st page:      Title of the Chapter  
                  Author(s) name(s)  
                  Address(es) and Affiliation(s)  
                  e-mail address(es)  
                  Table of Contents of the chapter (possibly continued on the second page)

Abstract and Keywords

Text (see Section 3.3) -- indicate where figures, tables, etc. should be placed

Acknowledgments -- if appropriate

Abbreviations and Definitions -- all abbreviations and special terms used throughout the manuscript must be defined in alphabetical order

References (see Section 3.4)

Tables -- see Section 3.5

Figure Legends -- *begin a new page* after the tables

Figures -- see Section 3.6

#### 3.2. Organization of the Content of the Manuscript

As given in the template, for numbering of the several sections of a contribution the order and the system indicated below must be used in any chapter to guarantee a uniform appearance. For example:

ABSTRACT

1. INTRODUCTION
  - 1.1. Biologically Active Thioethers
  - 1.2. Coordination with Transition Metal Ions
2.  $\alpha$ -THIOETHER CARBOXYLIC ACIDS, SULFOXIDES, AND SULFONES
  - 2.1. Acidity
  - 2.2. Binary Complexes
  - 2.3. Ternary Complexes with 2,2'-Bipyridine
3. METHIONINE AND S-METHYLCYSTEINE
4. BIOTIN, BIOCYTIN, AND DERIVATIVES
  - 4.1. Acidity
    - 4.1.1. Biotin and Analogues
    - 4.1.2. Biocytin and Analogues
  - 4.2. Binary Complexes
- etc.
5. GENERAL CONCLUSIONS

ACKNOWLEDGMENTS (where appropriate)

ABBREVIATIONS AND DEFINITIONS (use should be made of such a section)

REFERENCES

### 3.3. Text

#### 3.3.1. General

- The manuscript (including references and figure legends) must be written in Word as a **double-spaced typescript** (line width 24 pt) with not more than *26 lines* per page and not more than *80 characters* per line.
- **Times New Roman** (12 pt) is best as font.
- Do **not** align the right hand margin! Do **NOT** use a hyphenation or justification program!
- Use only a **single** space after a period or any punctuation!
- Do **not** use any hyperlinks or Word endnotes! **Delete all mark-ups before submitting!**

#### 3.3.2. Further Directions

- **Footnotes: AVOID** using footnotes. You may give them a reference number and list them with the references.
- **Parentheses, ( ),** are to be used for numbering equations, equilibria, formula, etc. *Equations* and *equilibria* should be numbered in sequence at the right-hand margin with Arabic numerals in parentheses, e.g., Equilibrium (1) and Equation (2):



$$K_{\text{HL}}^{\text{H}} = [\text{H}^+][\text{L}^-] / [\text{HL}] \quad (2)$$

- All **nomenclature** should be clear, precise, and consistent. Standard symbols, abbreviations, and terminology should be used as common in the *IUPAC nomenclature*. Any unusual abbreviations or symbols should be explained and defined.

### 3.4. Citations and Reference Style

**References** should be cited by number, in order of appearance. This means, all references have to be listed in the order of citation in the chapter and numbered sequentially throughout each chapter beginning with number [1]. When citing multiple sources, please use [1, 2] or [1–5]. If a reference is cited more than once, the original number should be used again. Reference numbers have to be placed **on the line** and enclosed in **square brackets** in the text. Only **one** citation should be given per reference number.

List all coauthors' names; "*et al.*" is **not** acceptable. The **reference list** should be typed as follows (use the abbreviations of *Chemical Abstracts*). Journals, and book titles should be typed in *italics*; the year should be **bold** and the volume number in *italics*. Please model your references on the samples below, which follow the style used by many chemistry journals (the closest is *Angewandte Chemie Int. Ed.* with a few alterations: reference numbers on the line in the text and no brackets in the reference list):

### *Journals*

35. R. Phillips, *Chem. Rev.* **1966**, 66, 501–527.
36. C. P. R. Jones, F. Wilson, Jr., *J. Am. Agricul.* **1956**, 78 (suppl. 1), 413–419.
37. G. L. Eichhorn, P. Clark, E. D. Becher, *Biochemistry* **1966**, 5, 245–253.

### *Books*

38. W. D. Stevenson, Jr., *Elements of Power Systems Analysis*, 3rd edn., McGraw-Hill, New York, 1975, pp. 125–134.
39. *Neurodegenerative Diseases and Metal Ions*, Vol. 1 of *Metal Ions in Life Sciences*, Eds A. Sigel, H. Sigel, R. K. O. Sigel, John Wiley & Sons, Chichester, UK, 2006, pp. 1–463.

### *Book chapters*

40. H. C. Freeman, in *The Biochemistry of Copper*, Eds J. Peisach, P. Aisen, W. E. Blumberg, Academic Press, New York, 1966, pp. 77–121.
41. L. J. Whitson, J. P. Hart, in *Neurodegenerative Diseases and Metal Ions*, Vol. 1 of *Metal Ions in Life Sciences*, Eds A. Sigel, H. Sigel, R. K. O. Sigel, John Wiley & Sons, Chichester, UK, 2006, pp. 179–205.

### *Conference reports/abstracts/websites*

42. K. Busch, H. Kunzmann, F. Wäldele, "Numerical Error-Correction of Coordinate Measuring Machines", *Proceedings of the International Symposium on Meterology*, Tokyo, 1984, pp. 270–271.
43. U.S. positions on selected issues at the third negotiating session of the *Framework Convention on Tobacco Control*. Washington, D.C.: Committee on Government Reform, 2002. (Accessed March 4, 2002, at [http://www.house.gov/reform/min/inves\\_tobacco/index\\_accord.htm](http://www.house.gov/reform/min/inves_tobacco/index_accord.htm))

### *Reference to another chapter in this volume*

44. P. Lindley, Chapter 13 of this book.  
-- Such a cross-reference can also be cited directly in the text as: (see also Chapter 13)

## **3.5. Tables**

Tables should be designated with *Arabic* numerals and brief titles which make their content clear without reference to the text. Footnotes within tables should be typed below the table with lower case letters and organized alphabetically. Horizontal rules should be used to separate column headings (and if necessary, column subheadings). **Each** table should be given on a **separate page** after the References; they should NOT be incorporated into the text.

## **3.6. Artwork**

### **3.6.1. General**

- Figures should be designated by *Arabic* numerals and should be submitted preferably in the size in which they appear in the book. The *maximum printed size* is 19.3 cm high and 12.2 cm wide.
- Place each figure on a *separate* page. Do not embed it in the text.

- Do **not** type the legend on the figure.
- Save each figure as TIFF, JPG (maximum resolution), or PNG file.
- Halftone images must be supplied at 300 (better 600) dpi, combinations of halftone images and line drawings should have at least 600 dpi, ideal 1200 dpi, and line drawings 1200 dpi.
- If a figure has to be scanned (which is not ideal for reproduction), the resolution should be higher than 600 dpi.
- Keep the size of the labeling in proportion to the size of the figure. Check that all lettering -- especially on the axes of graphs -- is legible. **Sans serif type like this** (Arial, Helvetica, Univers) reproduces better than a serif type (Times Roman, Courier).
- All abbreviations and nomenclature must be consistent with those used in the text.

### 3.6.2. *Color Illustrations*

If justified, color figures are acceptable, without charge.

## 4. REPRODUCTION PERMISSIONS

### 4.1. Instructions for Obtaining Permissions

It is the **author's sole responsibility**

- **to obtain all permissions** to reproduce previously copyrighted material
- to pay all fees required by the original copyright holder to use material (a request which is extremely rare)
- to submit the granted permissions together with the manuscript.

There are three categories into which material (usually figures and tables) generally falls:

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**Should neither artwork nor tables require reproduction permissions** because none of them was published before in the same form, **then please state so in a separate mail** sent to the Series Editors who will forward the statement together with the manuscript to the Publisher.

## 5. PROOFS

In due time you will receive proofs of your chapter as PDF's from the Publisher; these should be corrected carefully and returned immediately to the address provided with the proofs.

Even using electronic processing, it is possible to produce incomplete or misplaced text. When you receive your page proofs, be sure to check them carefully, especially material containing mathematical symbols, Greek letters, or other special characters. *Note*, only typing errors can be corrected at this stage -- any changes in pagination must be avoided.

Together with the proofs you will get the Copyright Transfer Agreement and Metadata sheets. Authors will have to fill out the requested information and return the documents with the proofs.

## 6. CONCLUDING REMARKS

*Please note*, all authors must keep their manuscripts to the agreed length (a shorter manuscript will NOT create any problems).

If we can be of help in solving questions that may arise during the preparation of the manuscript, just let us know this. Additionally, we will be happy to catalyze any contact between authors of related chapters.

Astrid Sigel, Eva Freisinger, and Roland K. O. Sigel