
The New Technical Editor of CHIMIA: Dr. Gillian Harvey



The Editorial Board of CHIMIA welcomes Dr. Gillian Harvey, the new Technical Editor of CHIMIA. She started work on November 1, 1999 to take over responsibility, from issue 1·2/2000 onwards, for all technical aspects related to the journal once the manuscripts are accepted for publication by the Editor. This includes correcting and editing the manuscripts, in particular with a view to ensuring a good standard of scientific English, preparing the manuscripts in a suitable electronic form, collaboration with the design and production company, administering keywords, index, galley proofs, reprint orders *etc.*

Dr. Harvey, born in St. Albans, England, has British/Swiss nationality. She received a B.Sc. Hons degree from the School of Chemistry of the University of East Anglia and her Ph.D. degree from the Department of Chemistry of the University of Aberdeen, supervised by Dr. L.S. Dent-Glasser. In 1985 she was awarded a Royal Society Research Fellowship to spend a year at the Academy of Sciences in Berlin (DDR) in the group of Prof. W. Wieker. She then moved to Switzerland to become a post-doctoral assistant in the group of Prof. W.M. Meier at the Institute of Crystallography at the ETH Zürich. From 1989 to 1996 she was 'Oberassistentin' at the Laboratory for Technical Chemistry, ETH Zürich, in the group of Prof. R. Prins. From 1997 onwards she worked as a freelance translator and editor for international chemistry journals.

The New Swiss Chemical Society, the Editorial Board of CHIMIA, and the authors are confidently looking forward to a fruitful collaboration with Dr. Harvey.

The Editorial Board of CHIMIA

Instructions to Authors

1. General

CHIMIA, a scientific journal for chemistry in the broadest sense, covers the interests of a wide and diverse readership. Contributions from all fields of chemistry and related areas are considered for publication in form of *review articles* and *notes* under the headings of Editorial, Research, Technology/Applied Chemistry, Columna, Information, and CHIMIA Report. A characteristic feature of CHIMIA are the special topic issues, in which the contents of one issue is devoted to an area of chemistry of great current significance. Membership of the *New Swiss Chemical Society (NSCS)*, the publisher of CHIMIA, or of one of the organizations named in the masthead (impresum), is not a prerequisite for the acceptance of a manuscript. The decision to accept a contribution rests with the Editorial Committee of CHIMIA. Copyright laws apply, and no payment will be made for contributions.

2. Forwarding Address

Manuscripts should be submitted in *triplicate* (original and two copies), together with an electronic version of the manuscript on diskette and a covering letter signed by the author to whom correspondence should be addressed, to:

CHIMIA
Prof. C. Ganter
Laboratorium für Organische Chemie
ETH-Zentrum
CH-8092 Zürich, Switzerland

For information on submitting a manuscript on diskette, please refer to Section 7 of these instructions. Correspondence concerning submitted manuscripts should be mailed to the same address quoting the manuscript reference number.

3. Types of Manuscripts

The authors should consider the fact that the heterogeneous readership of CHIMIA, although trained in fundamentals, may not have extensive knowledge in specialized topics.

3.1. *Review Articles*. Preference will be given to creative reviews that are timely, critical, and comprehensive. Historical reviews and reviews with an educational background are also welcome. For clarity, divisions and subdivisions should be used, *i.e.* 1. ..., 1.1. ..., 1.1.1. ... with appropriate titles, *e.g.* **Introduction, Results, Discussion, Experimental**. A short scientific portrait of the author is also requested (text and photo).

3.2. *Notes*. Brief communications or limited studies in any area of special interest.

4. Preparation of Manuscripts

4.1. *General Considerations*. Bearing in mind the international readership of CHIMIA, authors are strongly encouraged to submit manuscripts in English; however, manuscripts in German or French can also be accepted for publication. They must be typewritten, double-spaced, on paper of A4 or similar format. Special characters not available on a typewriter should be clearly indicated in ink and explained unambiguously in the margin on their first appearance. Authors are requested to reserve margins of at least 2.5 cm at the top and bottom of each page and at least 2.5 cm on the left-hand side.

Pages should be numbered consecutively beginning with the title page. References, tables, figure legends, formula collections, schemes, and figures must be grouped together in this order at the end of the manuscript and numbered accordingly. Original drawings of formulae, schemes, and figures should be submitted together with the manuscript.

4.2. *Title Page*. Attention is drawn to the following points:

a) The title of a manuscript should reflect concisely the purpose and findings of the work in order to provide maximal information for a computerized title search. Abbreviations, symbols, chemical formulae, references, and footnotes should be avoided. First letters of nouns and adjectives are capitalized.

b) The authors' full first names, middle initials, and last names should be given, followed by the address (or addresses) of the contributing institution. The author to whom correspondence and/or inquiries should be directed should be indicated by an asterisk *.

The complete address, including phone number, fax number, and e-mail address, of the correspondence author should also be given.

4.3. *Abstract*. The second page of the manuscript should be reserved for a summary in English, independent of the language of the main text. If this is German or French, the abstract should be preceded by an English translation of the title. The summary should be self-explanatory and intelligible without reference to the text.

4.4. *Keywords*. A maximum of five keywords should be given in alphabetical order, in English, after the abstract. The keywords will be used for the annual subject index. Well-chosen keywords will help a reader to find articles of potential interest. Please provide keywords that are informative without being too general, *e.g.* advanced materials, antibiotics, catalysis, computational chemistry, electrochemistry, highly reactive substances.

4.5. *References and Footnotes* should be numbered sequentially, in square brackets, in the order they are cited in the text. References and footnotes typed with double spacing are to be collected in numerical order at the end of the main text. Titles of journals must be abbreviated according to Chemical Abstracts (*cf.* Chemical Abstracts Service Source Index (CASSI)).

Attention is drawn to the following conventions:

a) Names of all authors of cited publications should be given. Use of '*et al.*' in the list of references is not acceptable.

b) Whenever possible, composite references should be used, instead of a series of individual ones. The abbreviation '*ibid.*' may not be used.

c) In references described as 'personal communications', an affiliation should follow the name(s) of the person(s).

Examples:

Journals: a) T. Nezel, A. Hensel, C. Demuth, U.E. Spichiger, *Chimia* **1998**, *52*, 383; b) W. Zhang, A. Fakler, U.E. Spichiger, *Anal. Chim. Acta* **1998**, *375*, 211.

Books with editor: C.P.J.M. Van der Vorst, S.J. Picken, in 'Polymers as Electrooptical and Photooptical Active Media', Ed. V.P. Shibaev, Springer-Verlag, Berlin, Heidelberg, New York, **1996**, p. 173.

Books without editor: U.E. Spichiger, 'Chemical Sensors and Biosensors for Medical and Biological Applications', Wiley-VCH, Weinheim, **1998**.

Miscellaneous: a) S. Pitsch, 'Zur Chemie von Glykolaldehydphosphat', ETH-Dissertation Nr. 10055, **1993**; b) R.R. Bader, P. Flatt, P. Radimerski (Ciba-Geigy AG), EP 605363-A1, **1992**.

In the text, reference to author(s) of cited works should be made without giving initials, *e.g.* '... as shown by Jones and Smith [7]'. If the reference carries the names of three or more authors, it should be quoted as '... Smith *et al.* [3]', if Smith is the first author, or as 'Jones and coworkers [3]', if Jones is the senior author.

4.6. *Tables*. Tables should be used only if they present information more effectively than running text. Numbered tables with suitable captions at the top should be typed on separate sheets and placed after the references. Each table must be referred to in the text. Column headings should be as short as possible but must define units unambiguously. When necessary, an abbreviated or symbolic column heading should be used and explained in the table-heading or in a footnote. Footnotes to tables should be labeled a, b, c, etc. and typed at the bottom of the table.

4.7. *Structural Formulae, Schemes, and Figures*. Line drawings or sharp glossy photographs (no Xerox or similar copies) of the figures and structural formulae should be submitted with the manuscript. Copies must be included with each copy of the manuscript. Colour graphics are welcome but there will be a charge to cover the extra cost. Please contact the Editor for an estimate.

Original drawings of standard size A4 are preferred. In any case, drawings should not exceed the standard size A3 (about 30 × 40 cm) and must contain all necessary symbols and lettering, *i.e.* they must be usable without additional artwork by the CHIMIA printers.

The authors may make a recommendation for the ultimate size of the figures, which will be taken into consideration if possible. Suitable line thickness, line spacings, and letter size (Helvetica and Symbol fonts) should be chosen for optimal reproduction when reduced to the printed size. Computer-plotted drawings must satisfy the same criteria. Original drawings or photographs should be identified with the author's name and numbered to agree with the figure legends.

Structural formulae will not be type-set and must, therefore, be provided by the authors ready for reproduction.

They should be combined in suitable schemes to reduce the cost of block-cutting. In general, only displayed formulae should be numbered (boldface); compounds mentioned only in the text should be referred to by name.

For authors using the ChemDraw program, the following preferences are recommended: fixed length, 25 pt; line width, 1 pt; bold width, 3 pt. Single-width bold and dashed lines are preferred to wedges for stereochemical notation: 14-pt Helvetica font should be used for text material, and 12-pt Helvetica font for atom labels. Drawings should be prepared with the page setup at 70% and printed with a laser printer in black ink on high-quality white paper.

4.8. *Chemical Equations and Physical or Mathematical Expressions*. Chemical equations and physical or mathematical expressions should be numbered sequentially on the righthand side with arabic numerals in parentheses. Physical quantities and variables that have to be defined in the text should be written in italics (wavy line). It is recommended to use the symbols proposed by IUPAC (*cf.* *Pure Appl. Chem.* **1979**, *51*, 1).

Fractional expressions should be written using a slant, *e.g.* *hν/kT*.

5. Nomenclature

All new compounds should be named in accordance with IUPAC nomenclature rules. As an additional guideline, the Index Guide of Chemical Abstracts can be consulted. Some special conventions peculiar to CHIMIA are:

For common solvents, reagents, or other compounds, the molecular formulae or accepted abbreviations may be used: *e.g.* CHCl₃, NaCl, SOCl₂, CH₃OH (or MeOH), DMF, DMSO, THF, Py. Please consult a recent issue of CHIMIA for other commonly used abbreviations and symbols.

Different substituents should be designated by superscripts: R¹, R², R³, etc. (Subscripts denote the number of substituents.)

Individual atoms should be referred to as C(2), N(5) (not C-2 and N-5) etc. For 'the hydrogen atom attached to the carbon atom 4' etc., CHIMIA prefers the notation H-C(4).

An *ad hoc* abbreviation may be used for a name or formula that occurs repeatedly. This must be clearly defined the first time it appears, *e.g.* THC = tetrahydrocannabinol.

6. Units and Their Symbols

SI units are to be used, especially in contributions dealing with physical chemistry. However, some non-SI units are acceptable, *e.g.* Å, l, ml, µl, mg, µg, Hz, MHz, min, h, d, °C, Torr, eV.

7. Submission of the Manuscript on Diskette

A diskette containing a version of the manuscript exactly corresponding to the hard copy should be submitted. The following guidelines should be followed:

a) Graphics should not be integrated into the text. Each formula, figure or scheme should be saved in a separate file.

b) Tables should be included after the text. The tables should be set up with the table function of the word processing software or with the tabulator key.

c) Please use Times font for text and Symbol for Greek letters. Avoid footnote management systems and end-of-line hyphenation.

d) Preferred word processing software packages are: Microsoft Word for Windows 5.1 and above, Microsoft Word for Macintosh 5.1 and above, and WordPerfect, preferably saved in Word format. The text should be saved in the standard document format and as RTF (rich text format).

e) Please use PC or Macintosh 3.5" high-density diskettes clearly labelled with the authors' names, word processor and graphics software types, file format and filenames.

8. Proofs and Corrections

Authors will be provided with two sets of proofs, one of which should be returned to the Editor within the indicated deadline.

Corrections of errors other than those due to the printers or editors will be charged. Standard correction marks should be used.

Together with the proofs, the authors will receive a form to order reprints. The completed form (even if no reprints are required) should be returned with the proofs.