

# 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 the 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 in the *Swiss Chemical Society (SCS)*, the publisher of CHIMIA, or in one of the organizations named in the masthead (impressum), 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 or CD and a covering letter signed by the author to whom correspondence should be addressed, to:

Prof. Philippe Renaud  
CHIMIA Editor in Chief  
Universität Bern  
Departement für Chemie und Biochemie  
Freiestrasse 3  
CH-3000 Bern 9

For information on submitting a manuscript on diskette or CD, 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.**

**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. The manuscript should be prepared with a suitable word processing program (please refer to Section 7 for details) and printed with double line spacing, on paper of A4 or similar format. 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 must 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) A. Eschenmoser, *Chimia* **2005**, 59, 836; b) M. Hollenstein, C.J. Leumann, *J. Org. Chem.* **2005**, 70, 3205.

*Books without editor:* D.J. Adams, P.J. Dyson, S.J. Tavener, 'Chemistry in Alternative Reaction Media' Wiley, Chichester, **2004**.

*Books with editor:* P.E. Nielsen, in 'Pseudo-peptides in Drug Discovery', Ed. P.E. Nielsen, Wiley-VCH, Weinheim, **2004**, p. 753.

*Miscellaneous:* a) A. Viger, Ph. D. Thesis ETH Zürich No. 16060, **2005**; b) E. Kuebler, B. Oesch, P. Price, WO Patent No. 2003029813, **2003**; c) MOLEKEL 4.0, P. Flükiger, H.P. Lüthi, S. Portmann, J. Weber, Swiss Center for Scientific Computing, Manno (Switzerland), **2000**.

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 <sup>a</sup>, <sup>b</sup>, <sup>c</sup>, *etc.* and typed at the bottom of the table.

**4.7. Structural Formulae, Schemes, and Figures.** All graphics must be submitted as good quality line drawings (black or color on white paper) or sharp glossy photographs (no Xerox or similar copies) together with the electronic versions. Computer platform inde-

pendent graphic file formats such as encapsulated postscript (eps) or portable document format (pdf) are preferred (see Table for detailed information). Copies must be included with each copy of the manuscript. Color 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 x 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 (*e.g.* a minimum of 0.5 mm for an A4-sized drawing which will reduce to approx. 0.13 mm in the final version), line spacings, and letter size (Helvetica and Symbol fonts) should be chosen for optimal reproduction when reduced to the printed size.

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 in electronic form ready for reproduction. They should, preferably, be combined in suitable schemes. 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, 1pt; 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.

If, for any reason, graphics have to be scanned, there will be a charge for each scanned image.

#### 4.8. Chemical Equations and Physical or Mathematical Expressions.

Chemical equations and physical or mathematical expressions should be numbered sequentially on the right-hand 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.*  $h\nu/kT$ . These expressions should be provided in a separate PDF file.

#### 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.*  $\text{CHCl}_3$ , NaCl,  $\text{SOCl}_2$ ,  $\text{CH}_3\text{OH}$  (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:  $\text{R}^1$ ,  $\text{R}^2$ ,  $\text{R}^3$ , *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 or CD

A diskette or CD containing a version of the manuscript exactly corresponding to the

hard copy should be submitted. The following guidelines should be followed:

*a)* Graphics may not be integrated into the text. Each formula, figure or scheme should be saved in a separate file. The electronic data will be used for reproduction but it is essential that a high-quality hard copy for each graphical item is submitted.

*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 (doc) and as rich text format (rtf).

*e)* Please use PC or Macintosh 3.5" high-density diskettes or CDs clearly labeled 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 Technical 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.

#### 9. Open Access

Authors may post their own published articles in the internet under the following conditions:

*a)* Posting is allowed on the author's personal website and/or in non-profit and non-commercial repositories of the author's institution and/or funding-body.

*b)* Public availability of posted articles must be delayed until 12 months after print publication in the journal.

*c)* Copyright and source must be acknowledged the following way: 'Copyright © Swiss Chemical Society: CHIMIA, volume, page, and year'.

*d)* A link to the CHIMIA home page ([www.chimia.ch](http://www.chimia.ch)) and to CHIMIA On-Line ([www.ingentaconnect.com/content/scs/chimia](http://www.ingentaconnect.com/content/scs/chimia)) must be visible close to the published article.

*e)* The publisher's version of PDF must be used. The PDF documents are available at Ingenta ([www.ingentaconnect.com/content/scs/chimia](http://www.ingentaconnect.com/content/scs/chimia)) – free of charge for members of the Swiss Chemical Society.

#### Data formats for figures and images

Programm	Mac	PC	Version	Comment
Adobe Illustrator	X	X	up to 12.0	.ai, .eps
Adobe Photoshop	X	X	up to 9.0	.psd, .eps, .tif
Adobe Indesign	X	X	up to 4.0	images, text, logos (must be supplied)
Corel Draw	X	X	up to 12.0	
Macromedia Freehand	X	X	up to 11.0	
QuarkXpress	X	X	up to 6.5	images, text, logos (must be supplied)
Adobe PageMaker	X	X	up to 7.0	images, text, logos (must be supplied)
HighEnd PDF	X	X		image resolution: min. 300 dpi
Postscript file	X	X		