

Instructions to Authors 2016

1. General

CHIMIA, a scientific journal for chemistry in the broadest sense, covers the interests of a wide and diverse readership. A characteristic feature of CHIMIA are special topic issues, in which the contents of one issue are devoted to a realm of chemistry of current significance or interest. Special topic issues are coordinated by a guest editor, an expert in the field in question, who invites authors to contribute. Contributions from all fields of chemistry and related areas are also considered for publication in the form of *Review Articles* and *Notes*. Columns, Community News, Events, and CHIMIA Report/Company News complete each issue. Membership of 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 by electronic mail, together with a covering letter from the author to whom correspondence should be addressed, to the Editor-in-Chief, Prof. Paul Dyson, EPFL:

c/o
Dr. Claire Allardyce
E-Mail: claireallardyce@netscape.net

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

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.

Review Articles. Preference will be given to creative reviews that are timely and critical. 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.

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

4. Preparation of Manuscripts

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).

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(s). The corresponding author(s), the person(s) whom readers may contact after publication, should be indicated by an asterisk*.

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

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.

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.

References and Footnotes should be numbered sequentially, in square brackets, in the order they are cited in the text, including any references in tables and figure captions. References and footnotes 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)).

Files for both Endnote and Citation Style Language reference management software are available for CHIMIA reference styles at www.chimia.ch → Services → Instruc-

tions to Authors

Attention is drawn to the following conventions:

- Names of all authors of cited publications should be given. Use of '*et al.*' in the list of references is not acceptable.
- Whenever possible, composite references should be used, instead of a series of individual ones. The abbreviation '*ibid.*' may not be used.
- In references described as 'personal communications', an affiliation should follow the name(s) of the person(s).

Examples:

Journals: a) K. M. Fromm, *Nature Chem.* **2011**, *3*, 178; b) R. S. Erdmann, H. Wennemers, *Bioorg. Med. Chem.* **2013**, *21*, 3565; c) C. Corminboeuf, *Acc. Chem. Res.* **2014**, DOI: 10.1021/ar400303a.

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

Books with editor: K. Schirmer, R. Behra, L. Sigg, M. J. F. Suter, in 'Safety aspects of engineered nanomaterials', Eds. W. Luther, A. Zweck, Pan Stanford, Singapore, **2013**, p. 141.

Miscellaneous: a) A. Viger, Ph.D. Thesis ETH Zürich No. 16060, **2005**; b) E. Kuebler, B. Oesch, P. Price, WO Patent Appl. No. WO2003029813, **2003**; c) MOLEKEL 4.0, P. Flükiger, H. P. Lüthi, S. Portmann, J. Weber, Swiss Center for Scientific Computing, Manno (Switzerland), **2000**; d) Pubchem, <http://pubchem.ncbi.nlm.nih.gov>, accessed June 23, **2014**.

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. **Tables** Tables should be used only if they present information more effectively than running text. Each table should be numbered, have a suitable caption and 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 placed at the bottom of the table.

Structural Formulae, Schemes, and Figures. All graphics must be submitted as separate graphics files. Computer platform independent graphic file formats such as eps or pdf are preferred. Graphics

embedded in Wordfiles are **not** suitable for processing.

Original graphics are preferred. If graphics are taken from a previous publication, permission to reproduce the figures must be obtained from the publisher before submission to CHIMIA and confirmation should be included with the manuscript.

Graphics 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. Graphics files should be named to agree with the text and figure legends.

Structural formulae will not be typeset 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 document settings are recommended; authors using other drawing packages should adapt these parameters to their systems and **then convert the data to a high-resolution pdf format:** fixed length, 14.4 pt (0.508 cm); line width, 0.6 pt (0.021 cm); bold width, 2.0 pt (0.071 cm); chain angle, 120 degrees; bond spacing, 18% of width; margin width, 1.6 pt (0.056 cm); hash spacing, 2.5 pt (0.088 cm). Single-width bold and dashed lines are preferred to wedges for stereochemical notation: 12-pt Helvetica font should be used for text material, and 10-pt Helvetica font for atom labels. Drawings should be prepared with the page setup at 100% for paper size and scale.

The drawings will be reduced before publication. The size of the reduced drawings should not exceed 5.8 cm (one-column format), 12.3 cm (two-column format) and 18.8 cm (three-column format).

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. It is recommended to use the symbols proposed in the IUPAC Green Book: 'Quantities, Units and Symbols in Physical Chemistry', E.R. Cohen, T. Cvitas, J.G. Frey, B.

Holmström, K. Kuchitsu, R. Marquardt, I. Mills, F. Pavese, M. Quack, J. Stohner, H.L. Strauss, M. Takami, A.J. Thor, 3rd Ed., 3rd printing, IUPAC & RSC Publishing, Cambridge, 2011, which is available online for free under <http://www.iupac.org/home/publications/e-resources/nomenclature-and-terminology/quantities-units-and-symbols-in-physical-chemistry-green-book.html>. These expressions must 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 particular 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.* tetrahydrocannabinol (THC).

6. Units and Their Symbols

SI units are to be used, especially in contributions dealing with physical chemistry. However, non-SI units, as listed in the IUPAC Green Book, Chap. 3, (full reference given above in Section 4) are acceptable.

7. Submission of the Manuscript

Manuscripts are submitted in electronic form. The following guidelines should be followed:

- The text should be saved in a standard document format (doc or docx). This will be used for processing. In addition a pdf version of the manuscript including the tables and graphics in the position they should appear in the final version, should be submitted, which will be used as a definitive version in the event of errors in processing.
- Each formula, figure or scheme should be saved in its native format or pdf in a separate file.

- The tables should be set up with the table function of the word processing software or with the tabulator key.
- Please use Times font for text and Symbol for Greek letters. Avoid footnote management systems and end-of-line hyphenation.
- Preferred word processing software packages are: Microsoft Word for Windows, Microsoft Word for Macintosh, and WordPerfect, preferably saved in Word format. LaTeX files cannot be processed.

8. Proofs and Corrections

Authors will be sent a proof of their article by e-mail in the form of a pdf file. A corrected proof should be returned to the Technical Editor within the indicated timeframe.

Corrections of errors other than those due to the printers or editors will be charged.

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

9. Open Access

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

- 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.
- Authors may post their articles as soon as the official electronic versions become available on IngentaConnect, free of charge for SCS members.
- Copyright and source must be acknowledged the following way: 'Copyright ©Swiss Chemical Society: CHIMIA, volume, page, and year, doi'.
- The publisher's version of the pdf **must** be used. The pdf documents are available at ingentaconnect.com – free of charge for members of the Swiss Chemical Society.

10. Plagiarism

CHIMIA will not accept any form of plagiarism. CHIMIA is a participant of CrossCheck, a service offered by CrossRef and powered by iThenticate software. iThenticate is a plagiarism screening service that verifies the originality of written work.

All submitted articles will be screened using iThenticate. Articles that reveal extensive similarity with published works will, at the Editor's discretion, be rejected or returned to the authors for revision.