
Lipids Guide for Authors

Objective and Scope

Lipids publishes scientific contributions in lipid research. Manuscripts in the fields of chemistry, biochemistry, biophysics, cell biology, physiology, pharmacology, therapeutics, and nutrition, as they contribute to advances in lipid research, are considered for publication in *Lipids*. Priority will be given to papers that develop new concepts and approaches and that make a significant contribution. Studies involving human subjects or animals should have been approved by an Institutional Review Board and must conform to accepted standards. Submission of a research paper to *Lipids* implies that the work is based on original research, has not been published previously, and is not intended for publication elsewhere. Likewise, papers accepted for publication or published in *Lipids* may not be resubmitted or reproduced in whole or in part without the written permission of the Editor-in-Chief of *Lipids* or the Publications Director of AOCs Press.

Manuscripts may be submitted for publication as *Articles*, *Communications*, or *Letters to the Editor*. *Articles* (full-length papers) are in-depth accounts of comprehensive studies. *Communications* are concise and complete accounts of significant findings of a more limited scope. The total length of a *Communication* should not exceed 1,500 words. Standards of quality for *Communications* are the same as those for *Articles*; preliminary data are not acceptable, and fragmentation of related results into several reports is discouraged. *Letters to the Editor* are intended for discussion or reinterpretation of published data as well as for presentation of novel hypotheses. Papers concerned with new methodology that are intended for publication in the *Methods* section should be identified as such. *Lipids* also publishes *Reviews* on timely topics. Authors are encouraged to consult with the Editor-in-Chief before submitting a *Review*.

Submission of Manuscripts

Three complete copies of the manuscript, properly prepared electronic file(s), and a signed transfer of copyright form should be submitted to Dr. Howard Knapp, Editor-in-Chief of *Lipids*, AOCs Press, 2211 W. Bradley Ave., Champaign, IL 61821-1827 USA. To submit electronically, please visit www.aocs.org/press/forms_lipids.asp. Submission of a manuscript to *Lipids* implies that all authors have substantially contributed to the paper and have approved the manuscript as submitted. The principal investigator is expected to certify this in a cover letter or (preferably) to sign the submission form, which may be copied from the one published periodically in *Lipids* or downloaded from www.aocs.org/press/forms_lipids.pdf. The transfer of copyright form appears periodically in *Lipids* and is also available from the *Lipids* web site at www.aocs.org/press/forms_lipids.pdf.

The initial submission of the manuscript must be accompanied by a PDF file for faster processing. Please refer to the Computer Disk Preparation section for details. Manuscripts must be formatted *double-spaced throughout* on *standard-size* paper (i.e., 8.5 × 11 inches or 21.5 × 28 cm). Use line numbering on all pages after the title page, so reviewers and editorial staff can refer easily to

specific lines and pages in the text. *Complete* manuscripts *plus one additional set of original figures* should be submitted. *Authors must also provide copies of related papers that have been submitted for publication or are in press elsewhere.*

Authors are invited to suggest reviewers.

Revised manuscripts must be returned within three months, or they will be considered new submissions. To facilitate typesetting, authors are expected to submit the *final, revised manuscript* also on a 3.5-inch diskette with a statement identifying the file formats used. See the Computer Disk Preparation section for details. *Submitted electronic files must match the submitted hard copy exactly. Accepted manuscripts without a signed transfer of copyright form will not be processed until the form is received.*

Preparation of Manuscripts

Manuscripts must be written in clear and concise English (U.S. spelling). Authors are expected to follow the *Lipids* "Guide for Authors" in detail and to consult a recent issue of *Lipids* for the format of headings, legends, and references, and for the layout of tables, schemes, and artwork. For further details or to view the latest version of these instructions, go online at www.aocs.org/press/guide_lipids.pdf. The authors' efforts to present their work concisely and clearly ensure effective communication with the reader; it usually also determines the time it takes to review, edit, and publish a paper. The Editor-in-Chief reserves the right to *return, without review, manuscripts that do not meet language and format requirements or are not accompanied by electronic files, phone and/or fax numbers, and a complete mailing address.*

Authors are responsible for obtaining written permission from copyright owners to reproduce material published previously, and they must acknowledge the source.

TITLE PAGE (page 1)

The *title* should be specific and informative. The title (only first letter of major words capitalized) must not exceed 100 spaces. Abbreviations should not be used in the title. Carefully chosen titles are essential for indexing and for computerized retrieval purposes.

The *byline* lists the authors' names and affiliation(s) (first letter of major words capitalized). The bylines for *Articles* and *Communications* follow the title. *Letters to the Editor* carry the byline at the end of the text. Authors may give their full first name(s) or initials. Authors' names in Cyrillic, Japanese, etc. should be transliterated to conform with *Chemical Abstracts* usage. An asterisk follows the name of the author to whom correspondence should be addressed. The authors' names are followed by the name of the institution *where the work was done*, including city, state, postal code, and country. In publications originating from several institutions, the names of all authors must be marked with superscript, lowercase italicized letters to refer to the institution (marked similarly) with which each author is affiliated. Street addresses and e-mail addresses are not listed in the byline, but in the mailing address (bottom, page 1) and in the asterisk footnote (page 2).

A *running title* (all capital letters) not to exceed 50 spaces should be provided. Authors are also asked to list up to 10 *key words* that can be used for indexing purposes.

For office use, the complete *mailing address* of the corresponding author, including phone and fax numbers and (if available) e-mail address, must be given at the bottom of the title page.

FOOTNOTES (page 2)

The asterisk footnote gives the full mailing address of the author to whom correspondence should be addressed. Abbreviations not commonly used are to be listed in alphabetical order and defined in an unnumbered footnote. Please list all abbreviations you use.

All subsequent *footnotes* are to be numbered consecutively by superscript arabic numerals. Footnotes to the title page may include current addresses of authors (if different from the address where the study was undertaken) and may give street addresses of institutions if necessary. Grant support and fellowships should not be listed in a footnote but in the Acknowledgment(s) section.

ABSTRACT (page 3)

The abstract should state the objectives of the research, the experimental approach, the principal new results, and the major conclusions. Abstracts must be self-contained and suitable for reproduction by abstracting services. Reference to other parts of the manuscript, such as formulae, footnotes, tables, or figures, is to be avoided. Literature citations, if necessary, must be given in full in the abstract (in brackets, using the *Lipids* format for references). Abbreviations should be used sparingly. Nonstandard abbreviations must be defined in the abstract (abbreviation in parentheses) when first mentioned. Abstracts for *Articles* should not exceed 5% of the length of the paper or 250 words. Abstracts for *Communications* should not exceed 100 words. *Letters to the Editor* are published without an abstract.

INTRODUCTION (page 4)

The introduction should succinctly state the general purpose of the investigation in view of related studies in the field. Extensive literature reviews should be avoided.

EXPERIMENTAL PROCEDURES, RESULTS, AND DISCUSSION

Headings should be chosen and sections arranged in a manner that results in a crisp and succinct presentation. Headings should be kept to a minimum. *Letters to the Editor* usually do not have headings.

Descriptions of materials and experimental (including statistical) methods should be concise but detailed enough to enable other experts to repeat and extend the experiments. Published methods should be referred to by literature citation of the original procedure and of pertinent published modifications. Use of chemical formulae for simple agents is encouraged. Repetitive descriptions of similar procedures should be avoided. The identity and purity of new compounds must be adequately

documented. Spectral data and other physical characteristics of new compounds should be listed concisely. Ratios of components, such as mixtures of solvents, should be given by placing slashes between the component names and colons between the numerals, e.g., chloroform/methanol/water (65:25:4, by vol). Products and instruments should be identified by manufacturer's name (city and state or city and country, in parentheses) particularly when reproducibility of the results with substitutes is uncertain.

Results should be presented concisely. The discussion should relate the results to present knowledge in the field.

ACKNOWLEDGMENT(S)

Financial support should be acknowledged using the wording recommended by the respective granting agency. Technical assistance and other help or advice may be acknowledged briefly. Any conflicts of interest or financial interests should be stated here.

REFERENCES

References should be used to quote published work as well as papers accepted for publication ("in press"). References are quoted in the text in numerical order (arabic numerals, in parentheses). *Titles of journal articles and chapter titles in multi-author books are to be included immediately preceding the name of journal or book.* When consecutive citations refer to the same journal, the source abbreviation should be given in each case (avoid "*Ibid.*"). Each reference should refer only to one source. References are to be typed double-spaced on a separate page following the acknowledgments.

Literature citations *must* conform to the following format:

- For reference to journal articles:

1. Turner, E.M., Miller, E., and Smith, D.E. (1975) Temperature and Diet Effects on Trout, *J. Biol. Chem.* 250, 108–115.

- For reference to books:

1. Turner, E.H., and Smith, D.E. (1964) *Enzymes*, 2nd edn., pp. 565–567, Academic Press, New York.

- For reference to multi-author books:

1. Turner, E.H. (1967) Temperature and Diet Effects on Trout, in *Comprehensive Biochemistry* (Florkin, E.M., and Stotz, E.M., eds.), Vol. 28, pp. 23–65, Elsevier, Amsterdam.

- For reference to theses:

1. Turner, E.H. (1969) Fatty Acid Metabolism, Ph.D. Thesis, University of Wisconsin, Madison, pp. 12–14.

- Manuscripts accepted for publication should be listed as:

1. Turner, E.H., Temperature and Diet Effects on Trout, *J. Biol. Chem.*, in press.

- For reference to online periodicals:

1. Reeves, R. (2002) AI Ranges a Useful Tool, *inform 13* [online], 898–899.

- For reference to Internet sites:

1. National Institutes of Health, Menopausal Hormone Therapy, <http://www.nih.gov/PHTindex.htm> (accessed Jan. 2003).

Names of journals must be abbreviated according to *Chemical Abstracts Service Source Index* (CASSI), published by Chemical Abstracts Service, P.O. Box 3012, Columbus, OH 43210. These abbreviations are identical to those used in *Chemical Abstracts*. *These abbreviations are to be used exclusively.*

If it is necessary to refer to "unpublished data," "personal communication," "manuscript in preparation," or papers "submitted for publication," such citations should not be listed as references, but are to appear in the text, e.g., (Turner, E.H., and Smith, D.E., unpublished data). Authors must obtain written permission to cite the unpublished work of others, and copies of such correspondence must accompany the manuscript. Avoid the use of *et al.* in referring to authors: list all names.

TABLES

Tabular presentation of data should be used *sparingly*. Tables should be concise. Tables should not be used as a depository for data but rather as a means for data comparison.

Tables should be numbered consecutively with arabic numerals; each table should be typed on a separate page. Reference should be made to each table in the text, and its approximate location should be indicated.

Tables should be set up in a manner to conform with the dimensions of a printed column or page. Each table must carry a descriptive heading. The table heading (first letter of major words capitalized) together with the column headings (with units of expression in parentheses) should make the table intelligible in itself. Footnotes in tables should carry letter designations (superscript, lowercase italics only) and be sequenced by line rather than by column. Terms such as "trace amounts" should be defined, and statistical data treatment, if applicable, should be included. Authors are urged to consult a recent issue of *Lipids* for proper table layout.

FIGURES AND SCHEMES

Graphic material should be used to document information that cannot adequately be described in the text. Figures and schemes are to be numbered with arabic numerals. Each figure and scheme must be referred to in the text and its approximate location indicated.

Figures and schemes should be submitted as original ink drawings, laser proofs of computer-generated artwork, or high-contrast, sharp, black-and-white glossy prints (**photocopies and slides are not acceptable as originals**). Computer-drawn graphs must meet the same quality standards as ink drawings. Halftone photographs (such as electron micrographs) must be of high quality and must be provided also with each manuscript copy to facilitate review.

Figures without usable disk files will be scanned and corrected if necessary. We cannot accept any figures larger than 21.5 × 28 cm.

If shading of figure portions is required (e.g., in bar graphs), use patterns, not screens or shades of gray. All rules and lines should be dark and clear enough to reproduce properly.

Each figure should be identified on its back by number and au-

thors' names. In preparing figures and graphs, authors should keep in mind that graphic materials usually will be reduced to fit a single printed column or page. Numbering and lettering should be by commercial lettering set or equivalent, and should be kept to a minimum. Letters and symbols must be of appropriate size so they can be read clearly after reduction. To ascertain that figure elements and letterings are used in appropriate proportions, authors are encouraged to examine graphic material after reduction to publication size before submission.

In figures, only the following symbols shall be used if they are explained in the legend: ○, ●, □, ■, △, ▲, ▽, ▼, ◇, ◆, ☆, ★. Lettering should be consistent with *Lipids* format, i.e., terms such as *cis*, *trans*, *n*-hexane, *in vitro*, *E. coli*, and the like should be italicized; spaces should be used between numerals and dimensions (30 min, not 30min); subscripts or superscripts should be in reduced size; and no blank spaces should be left adjacent to slashes. Mathematical variables should be italicized.

Abbreviations in figures should conform to journal style and must be consistent with those used in the text [mL, h, min, s, d, *P* (probability), *g* (gravity), m.p., b.p., °C, kg, g, wt, wt%, vol, *ca.*, vs., mol%].

Legends to figures should contain sufficient information to make each figure intelligible without reference to the text. Legends should be numbered with arabic numerals and should be typed on a separate page. If reference is made in the legend (or text) to portions (panels) of a figure (e.g., A, B, C), the panels must be labeled correspondingly.

Structural formulae and schemes should be prepared carefully. Structures should be numbered in boldface arabic numerals. Within a scheme, the numbering should be done from left to right, line by line, independent of the sequence of mentioning in the text.

NOMENCLATURE

Authors are encouraged to follow agreed-upon recommendations of nomenclature and to strive for conformity. Trivial names often are shorter and more commonly understood, but they may be used only after being introduced together with the systematic names.

Valuable guidance in the selection of accepted nomenclature is provided in the *Recommendations of the IUPAC-IUB Commission on Biochemical Nomenclature* (CBN) and of the IUB Commission of Editors of Biochemical Journals (CEBJ). Specific recommendations on lipid nomenclature were published by CBN in *Lipids* 12, 455–468 (1977). Recommendations on the nomenclature of steroids can be found in *Biochemistry* 8, 2227–2242 (1969) and 10, 4994–4995 (1971). A compendium of relevant CBN and CEBJ documents [see also *J. Biol. Chem.* 261, 11 (1986)] was published in 1978 as *Biochemical Nomenclature and Related Documents* by CEBJ. Reprints of individual documents and advice on nomenclature use may be obtained gratis from the Director, Office of Biochemical Nomenclature, Biology Division, Oak Ridge National Laboratory, P.O. Box Y, Oak Ridge, TN 37831, phone (615) 574-0808.

General guidance on nomenclature also can be found in the *CBE Style Manual*, 6th edn., 1994, published by the Council of Biology Editors, Inc., Bethesda, MD 20814.

Computer Disk Preparation

File formats required for online peer review are different from those required for accepted manuscripts. Electronic files should be organized as follows:

INITIAL SUBMISSION

Manuscripts must be accompanied by a computer file. AOCS Press reserves the right to return any manuscripts not accompanied by the proper electronic file(s) without review. The file format required for fastest processing through peer review is PDF (Acrobat). Authors who are unable to create a PDF file on their own should visit the Adobe Create a PDF web site at <https://createpdf.adobe.com/>. This service will create up to five PDF files at no charge.

Authors who do not supply PDF files should supply Word or WordPerfect files for their manuscripts, per the instructions in the Final Files section. Files supplied in this manner will not be processed as quickly as those supplied in PDF.

FINAL FILES

Text and Tabular Material

To expedite copy editing and typesetting, authors should supply Word or WordPerfect file(s) containing text, references, and figure captions; and a table file containing tables (if applicable). Please supply files for the figures only if the figures are available in one of the approved graphic formats listed below. Authors should always supply a clean hard copy of any figures should scanning be necessary. Authors who do not have access to Word or WordPerfect should use the "Save As" option in their word processors to save a separate copy of each file in RTF, or if that option is unavailable, then ASCII (PC) or Text-Only (Macintosh) format onto a disk.

Approved Graphic Formats

- Figures should be saved in Photoshop, Illustrator, Acrobat, or Freehand, or
- exported to one of the following formats at a high resolution: PDF, PCX, JPEG, GIF, or Bitmap formats for the PC; or PDF, PICT, TIFF, JPEG, GIF, or Chemdraw formats for the Macintosh.

Graphic Formats to Avoid

While the following list is by no means comprehensive, it is our experience that the following formats do not work because they are not designed for compatibility with typesetting systems, or because they do not provide sufficient resolution for print production. AOCS Press staff will scan any graphics that are supplied in these nonrecommended formats.

- Powerpoint files containing photographs generally do not provide high-quality output and should not be submitted.
- SigmaPlot files.
- Graphics embedded in another text, e.g., Word or WordPerfect, document.

Questions about computer file preparation and formats may be directed to the AOCS Press production manager at publications@aocs.org.

Chemical nomenclature should conform with the practice of *Chemical Abstracts* (see "Index Guide," 1977, and "Supplement," 1977–1979). Authors are also referred to the *ACS Style Guide: A Manual for Authors and Editors*, 2nd edn., published by the American Chemical Society (1997), 1155 Sixteenth St. N.W., Washington, DC 20036.

Set in-text equations on one line, e.g., $A = B/(C - D)$. However, equations intended to be displayed on a line by themselves should be set display style, e.g.,

$$A = \frac{B}{C - D} \quad [1]$$

format. Do not confuse mathematical symbols with abbreviations. An excellent discussion of this topic is found on page 102 of abovementioned *ACS Style Guide*.

Enzymes should be identified by the name and EC number recommended by the Enzyme Commission. EC numbers should be given on first mention in the abstract and in the text. *Enzyme Nomenclature, Recommendations (1992) of the IUPAC-IUB*, is available from Academic Press, New York and London.

Isotopically labeled compounds should be identified by the isotope number given as superscript prefix to the atomic symbol of specific nuclides. In compound names and abbreviations, the symbol of the isotope, in brackets, immediately precedes the name of the labeled part of the structure. Isotopic deuterium substitution can also be indicated according to *Chemical Abstracts* by the italicized, lowercase letter "d" following the compound name.

ABBREVIATIONS AND SYMBOLS

All nonstandard abbreviations, arranged alphabetically, should be defined in an unnumbered footnote to the title. Authors are encouraged to follow the conventions of the *CBE Style Manual*, 6th edn. An extensive compilation of recommendations and symbols appears each year in the first issue of *J. Biol. Chem.*

Procedures for Accepted Papers

Page proofs and a reprint order form will be e-mailed to the corresponding author. It is the authors' responsibility to check the proofs carefully for errors. One corrected copy of the proofs and the authors' response to queries, if any, are to be returned **within 48 hours**. Foreign authors are encouraged to return proofs by **fax or by overnight or two-day delivery**. List all corrections on a separate typed page if possible. Authors can be charged for changes made on the proofs other than the correction of editorial and typesetting errors. Authors who want to change their figures must identify the changes *and* submit a new original.

A *page charge* statement will accompany the galley proofs. **Page charges are customary and common. Most authors/institutions accept page charges as part of the cost of publishing, which, in turn, is an integral part of the cost of research. Authors without funds must apply directly to the Editor-in-Chief for relief from page charges when submitting a manuscript. Waiver requests should be signed by the author's department head. Each application will be decided based on individual merit.**