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#### Manuscript Submission

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### Title Page

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The title page should include:

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A concise and informative title

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The e-mail address, telephone and fax numbers of the corresponding author

### Abstract

Please provide an abstract of 150 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references.

## Keywords

Please provide 4 to 6 keywords which can be used for indexing purposes.

## TEXT

### Text Formatting

Manuscripts should be submitted in Word.

Use a normal, plain font (e.g., 10-point Times Roman) for text.

Use italics for emphasis.

Use the automatic page numbering function to number the pages.

Do not use field functions.

Use tab stops or other commands for indents, not the space bar.

Use the table function, not spreadsheets, to make tables.

Use the equation editor or MathType for equations.

Note: If you use Word 2007, do not create the equations with the default equation editor but use the Microsoft equation editor or MathType instead.

Save your file in doc format. Do not submit docx files.

### Word template

Manuscripts with mathematical content can also be submitted in LaTeX.

LaTeX macro package

### Headings

Please use no more than three levels of displayed headings.

### Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

### Footnotes

Footnotes can be used to give additional information, which may include the citation of a reference included in the reference list. They should not consist solely of a reference citation, and they should never include the bibliographic details of a reference. They should also not contain any figures or tables.

Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data). Footnotes to the title or the authors of the article are not given reference symbols.

Always use footnotes instead of endnotes.

### Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section before the reference list. The names of funding organizations should be written in full.

## Scientific style

### Genetic Nomenclature

In *Saccharomyces cerevisiae* gene designation italicized all-capital-letter symbols are used for dominant genes and italicized all-lowercase-letter symbols for recessive genes. A wild-type gene is designated by a superscript plus symbol. The symbols of protein products of both dominant and recessive genes are shown in roman type with capital initials and are often followed by a closed up “p”.

*Schizosaccharomyces pombe* gene symbols appear all in italic lowercase letters with a superscript plus symbol for wild-type genes, which is replaced by an allele designation for mutants. The symbol for a gene’s protein product (phenotype) is shown in roman type with a capital initial and is often followed by a closed up “p”.

In *Arabidopsis thaliana* gene designation (D. Meinke and M. Koornneef, *Plant J.* 12: 247–253, 1997) italicized all-lowercase symbols are used for mutant genes and italicized all-capital symbols for wild-type alleles. The full descriptive names of the wild-type and mutant alleles should appear in a parallel manner. The same rules of nomenclature apply to both dominant and recessive mutations. Phenotype designations appear in roman type with a capital initial; a superscript plus symbol indicates the wild type and a superscript minus symbol refers to the mutant. For a gene’s protein product all-capital symbols in roman type are used.

In *Zea mays* genetics nomenclature (Nomenclature Subcommittee, *Maize Genet. Coop. Newsl.* 69: 182–184, 1995) the name and symbol of a gene locus is shown by italicized lowercase letters to which the italicized number is closed up. For dominant alleles symbols in italics with a capital initial are used and italicized all-lowercase symbols for recessive alleles. For a gene’s product (phenotype) all-capital symbols in roman type are used; the name of the product is not capitalized.

See *Scientific Style and Format, the CBE Manual for Authors, Editors, and Publishers*, 6th ed., for more details of the conventions of genetic designation for these and other organisms that have been studied by genetic and biochemical methods.

### Taxonomic Nomenclature

A genus name alone should only be used when the entire genus is meant; otherwise the genus name with a specific epithet or with “species”, “sp.”, or “spp.” added should be used. (Virus taxonomy does not involve binary terms. Species names are set in roman type without capitalization, except proper nouns, when they do not refer to taxonomic entities but to viral objects or refer

to not officially recognized species; in these cases the formal binomial of a host species as part of a virus species name is neither italicized. If the name of an officially recognized species refers to the taxonomic entity, the initial of the first term should be capitalized and the entire name italicized.) The name of a family or any other taxon with a plural ending should not be used to mean members of the family, etc., but this meaning should be expressed explicitly. The word “family” or “class”, etc., should precede the formal name on its first appearance. Vernacular names are always in roman type.

## Reference

### Citation

Cite references in the text by name and year in parentheses. Some examples: Negotiation research spans many disciplines (Thompson 1990). This result was later contradicted (Becker and Seligman 1996). This effect has been widely studied (Abbott 1991; Barakat et al. 1995; Kelso and Smith 1998; Medvec et al. 1993).

### Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list. Reference list entries should be alphabetized by the last names of the first author of each work.

### Journal article

Gamelin FX, Baquet G, Berthoin S, Thevenet D, Nourry C, Nottin S, Bosquet L (2009) Effect of high intensity intermittent training on heart rate variability in prepubescent children. *Eur J Appl Physiol* 105:731-738. doi: 10.1007/s00421-008-0955-8

Ideally, the names of all authors should be provided, but the usage of “et al” in long author lists will also be accepted:

Smith J, Jones M Jr, Houghton L et al (1999) Future of health insurance. *N Engl J Med* 965:325–329

### Article by DOI

Slifka MK, Whitton JL (2000) Clinical implications of dysregulated cytokine production. *J Mol Med*. Doi:10.1007/s001090000086

### Book

South J, Blass B (2001) *The future of modern genomics*. Blackwell, London

#### Book chapter

Brown B, Aaron M (2001) The politics of nature. In: Smith J (ed) The rise of modern genomics, 3rd edn. Wiley, New York, pp 230-257

#### Online document

Doe J (1999) Title of subordinate document. In: The dictionary of substances and their effects. Royal Society of Chemistry. Available via DIALOG.

<http://www.rsc.org/dose/title> of subordinate document. Accessed 15 Jan 1999

#### Dissertation

Trent JW (1975) Experimental acute renal failure. Dissertation, University of California

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations, see [www.issn.org/2-22661-LTWA-online.php](http://www.issn.org/2-22661-LTWA-online.php)

#### Tables

All tables are to be numbered using Arabic numerals.

Tables should always be cited in text in consecutive numerical order.

For each table, please supply a table caption (title) explaining the components of the table.

Identify any previously published material by giving the original source in the form of a reference at the end of the table caption.

Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

## Artwork Guidelines

For the best quality final product, it is highly recommended that you submit all of your artwork – photographs, line drawings, etc. – in an electronic format. Your art will then be produced to the highest standards with the greatest accuracy to detail. The published work will directly reflect the quality of the artwork provided.

### **Electronic Figure Submission**

#### **Line Art**

#### **Halftone Art**

#### **Combination Art**

#### **Color Art**

#### **Figure Lettering**

#### **Figure Numbering**

#### **Figure Captions**

#### **Figure Placement and Size**

## Permissions

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### Electronic Figure Submission

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Indicate what graphics program was used to create the artwork.



For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MS Office files are also acceptable.



Vector graphics containing fonts must have the fonts embedded in the files.



Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.



### Line Art

Definition: Black and white graphic with no shading.



Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.



All lines should be at least 0.1 mm (0.3 pt) wide.

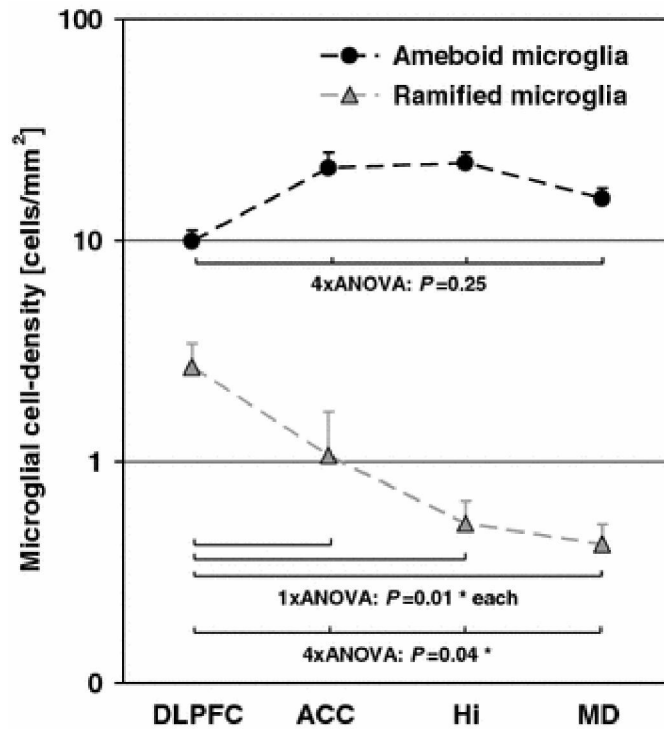


Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.



Vector graphics containing fonts must have the fonts embedded in the files.

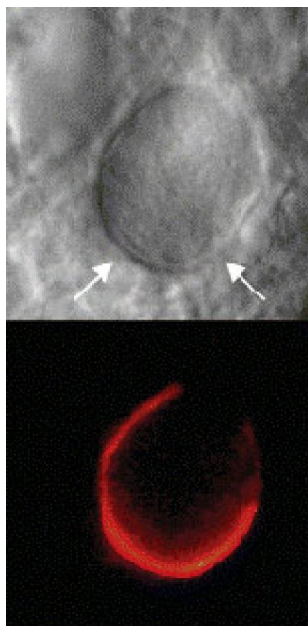




#### Halftone Art

Definition: Photographs, drawings, or paintings with fine shading, etc.

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- Halftones should have a minimum resolution of 300 dpi.

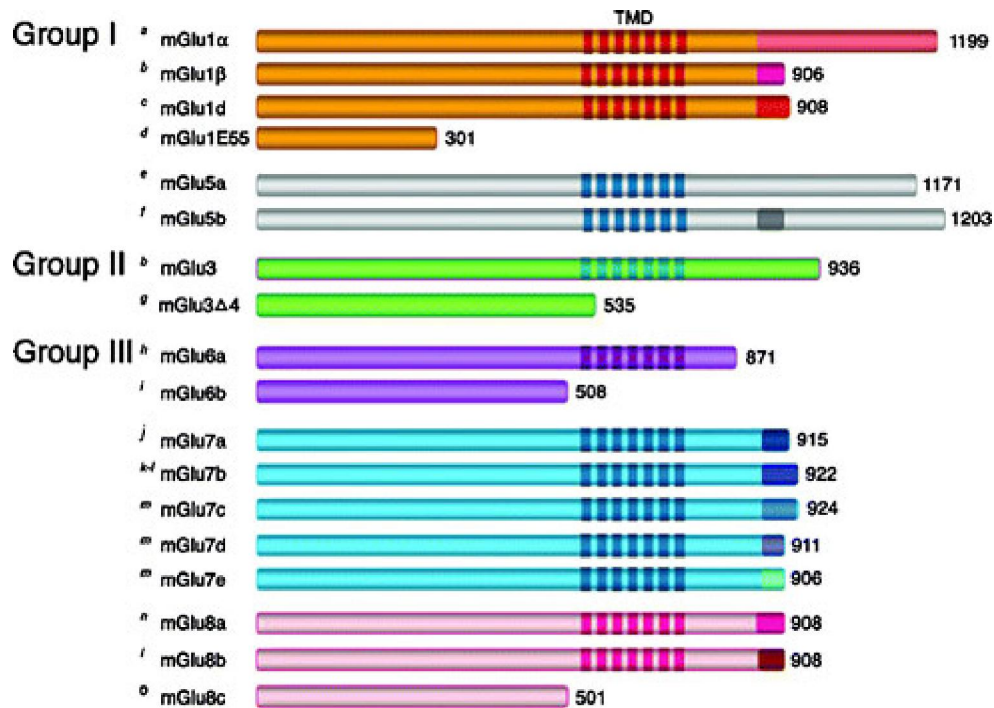


#### Combination Art

Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive

- lettering, color diagrams, etc.

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### Color Art

Color art is free of charge for online publication.



If black and white will be shown in the print version, make sure that the main information will still be visible. Many colors are not distinguishable from one another when converted to black and white. A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.

If the figures will be printed in black and white, do not refer to color in the captions.



Color illustrations should be submitted as RGB (8 bits per channel).



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Keep lettering consistently sized throughout your final-sized artwork, usually about 2–3 mm (8–12 pt).



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Avoid effects such as shading, outline letters, etc.



Do not include titles or captions within your illustrations.



### **Figure Numbering**

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Figure parts should be denoted by lowercase letters (a, b, c, etc.).



If an appendix appears in your article and it contains one or more figures, continue the consecutive

■ numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be numbered separately.

### **Figure Captions**

Each figure should have a concise caption describing accurately what the figure depicts. Include the

■ captions in the text file of the manuscript, not in the figure file.

Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.



No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the

■ caption.

Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate

■ points in graphs.

Identify previously published material by giving the original source in the form of a reference citation at

■ the end of the figure caption.

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### **Text and Presentations**

### **Spreadsheets**

### **Specialized Formats**

### **Collecting Multiple Files**

### **Numbering**

### **Captions**

### **Processing of supplementary files**

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#### Conflict of interest

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