

GUIDELINES FOR AUTHORS

(Revised January 2004)

Crystal Growth & Design offers authors the flexibility of submitting manuscripts for consideration via a secure Web site (preferred) or by mail. In addition, authors are offered the option of receiving page proofs by mail or via a secure Web site. **Utilization of the Web services will significantly reduce the time needed to review, process, and publish manuscripts.**

Aims and Scope

The aim of *Crystal Growth & Design* is to stimulate cross-fertilization of knowledge among scientists and engineers working in the fields of crystal growth, crystal engineering, and the industrial application of crystalline materials. *Crystal Growth & Design* publishes theoretical and experimental studies of the physical, chemical, and biological phenomena and processes related to the design, growth, and application of crystalline materials. Synergistic approaches originating from different disciplines and technologies and integrating the fields of crystal growth, crystal engineering, intermolecular interactions, and industrial application are encouraged. Contributions emphasizing the fundamental concepts of crystal growth and supporting further understanding of the relationship between crystal growth conditions and resulting properties of the crystal (e.g., crystal shape, conduction, solubility) will be highlighted.

The journal will primarily cover the following:

- Crystal engineering (e.g., organic, inorganic, and hybrid solids)
- Crystal growth of inorganic, organic, and biological substances (e.g., biomineralization)
- Polymorphism, polytypism
- Development of new nanostructured phases
- Intermolecular interactions in the solid state (e.g., hydrogen bonding, lattice energies)
- Modeling of crystal growth processes
- Prediction of crystal structure and crystal habit
- Determination and calculation of electronic distribution in the solid state
- Nucleation theory
- Molecular kinetics and transport phenomena in crystal growth
- Phase transitions
- Solvation and crystallization phenomena, modeling of crystallization processes
- Purification techniques, industrial crystallization

It will NOT cover routine reports of crystal or molecular structures.

Types of Manuscripts

Crystal Growth & Design publishes communications, original full-length research articles, reviews, and perspectives articles. It also includes news and meeting reports, book and software reviews, and a conference calendar. All contributions listed below will be peer-reviewed.

Communications should be preliminary reports of original, significant research results. A statement of urgency and brief summary of the significant findings should accompany the submission and appear as a title page (see Submission of Manuscripts and Special Instructions for Communications below).

Articles should be comprehensive reports of original, significant, and complete results or conclusions. Authors are encouraged to take full advantage of the additional Web features available for Web enhanced objects (including full color, 3D animations, video, and sound).

Reviews should be concise, complete, critical evaluations of the existing state of knowledge on a particular facet of science or technology within the scope of the journal. Reviewers should concentrate on concepts and critical comment, and not comprehensive detailing of references which could be found by a simple

computer literature search. Tutorial Reviews, intended for use in undergraduate and graduate teaching, will also be considered. While still critical evaluations, these should include some history and possible future developments of the considered topic area. Authors considering the preparation of a review article should consult with the Editor or an Associate Editor prior to initiating the project.

Perspectives articles should provide either a personal view or philosophical look at a topic within the scope of the journal. These articles, which represent the opinions of the author, may contain topical, historical, or biographical information on relevant research, technologies, tools, future needs, or even experts. As for Reviews, potential authors should contact the Editor or Associate Editor prior to preparing a manuscript.

Submission of Manuscripts

Authors are encouraged to submit manuscripts via the Web using a single word processing file with embedded graphics. **Submission of manuscripts in this manner will significantly reduce the time required for review and publication.** Mailed submission will also be accepted (see File Preparation for Mail Submission below).

Authors should review the journal's Guidelines for Authors, prior to submission of a manuscript. Close attention to all the required details discussed in the Guidelines for Authors will expedite review and reduce the time to publication.

Submission of a manuscript to *Crystal Growth & Design* implies that the work reported therein has not been published, or submitted for publication, elsewhere in any medium of a public nature, including electronic journals and computer databases. Authors are expected to adhere to the Ethical Guidelines to Publication of Chemical Research (<http://pubs.acs.org/instruct/ethic.html>), which are published periodically in this and other ACS journals and are available on the Web through the *Crystal Growth & Design* homepage.

There are no page charges or charges for color illustration for *Crystal Growth & Design*.

Correspondence concerning accepted papers and proofs should be directed to:

Journal Publications
American Chemical Society
2540 Olentangy River Road
P.O. Box 3330
Columbus, OH 43210
Phone: 614-447-3665
FAX: 614-447-3745

Requests for reprints should be directed to:

Cadmus Reprints
Attn: Erika Clough
P.O. Box 751903
Charlotte, NC 28275-1903
Phone: 1-888-257-2134 or 1-410-819-3995
FAX: 1-410-820-9765 (International customers should fax their requests.)

Copyright. A properly completed Copyright Status Form must be provided for each submitted manuscript. A form is available from the *Crystal Growth & Design* Web site. For Web submission, the completed form should be faxed to the Editor handling the paper. For mailed submissions, a faxed copyright form or the original form with the manuscript package must be sent to the Editor. Faxed copyright forms are acceptable for mailed and web submissions.

Cover Letter. A cover letter must accompany each manuscript. Authors are urged to provide the names and addresses of

recommended reviewers. The letter should list any graphics for which color is requested. The cover letter should address the criteria of significance and rapid disclosure for Communications and Reviews.

Publication Date. Documents accepted for publication in ACS journals will be posted as *Articles ASAP* on the Web as soon as they are ready for publication, that is, when galley proofs are corrected and all author concerns are resolved. Papers typically appear on the Web 24–48 hours after galley approval. Authors should take this into account when planning their intellectual and patent activities related to a document.

The actual date on which the document is posted on the Web is recorded on the Web edition of the document and in a separate line at the bottom of the first page of the document in the printed issue.

Web Submission

Manuscripts may be submitted via the Web, using the manuscript submission site on the *Crystal Growth & Design* homepage (<http://pubs.acs.org/crystal/>). Authors will view the PDF version of their manuscripts prior to formal submission to the Editor. In order to use Web submission, authors must be able to provide electronic versions of text and graphics. Any Supporting Information should also be submitted electronically if possible. Complete instructions, including information on which platforms and word processing packages are supported, are available on the submission site.

An optional electronic manuscript template is available in several word processing versions at the *Crystal Growth & Design* Web edition home page via <http://pubs.acs.org/crystal/>.

Please note: If the author chooses not to use the template, the text of the manuscript should be double-spaced.

The manuscript submission site employs state-of-the-art security mechanisms to ensure privacy for all electronically submitted manuscripts. These same security mechanisms are also utilized throughout the peer review process, permitting access to only those Editors and reviewers who are assigned to a particular manuscript. Authors may also submit revised manuscripts via the manuscript submission site.

Mail Submission

If an author prefers to submit by mail, four (4) double-spaced copies of the manuscript, all Supporting Information, and a Copyright Status Form should be submitted to:

Professor Robin D. Rogers
Editor, *Crystal Growth & Design*
Department of Chemistry
The University of Alabama
Tuscaloosa, AL 35487-0336 (USA)
Phone: 205/348-0844
Fax: 205/348-0823
E-mail: crystal@bama.ua.edu

The corresponding author's mailing address, phone number, fax number, and e-mail address should be included.

Final accepted manuscripts must be supplied in both hardcopy format and in electronic form (text files and graphics files on disks). A completed Media Description Form must accompany the disk. The disk should be labeled with the manuscript number and the corresponding author's name. It is important to follow disk preparation guidelines to ensure rapid publication. Manuscripts submitted in hardcopy only (without disks) will face a delay in publication.

Preparation of Manuscripts

Crystal Growth & Design encourages authors to prepare manuscripts using the template available on the Web site. Use of the template facilitates the peer review process by allowing authors to place their artwork and tables close to the point where they are discussed. Authors should consult *The ACS Style Guide*, 2nd ed.; American Chemical Society: Washington, DC, 1997 (available from Oxford University Press, Order Department, 201 Evans Road, Cary, NC 27513), for format guidance.

Any author who is not fully fluent in idiomatic English is urged to obtain assistance with manuscript preparation from a colleague fluent in English, as manuscripts with grammar deficiencies are sometimes handicapped during the scientific review process and delayed in publication.

Any unusual hazards inherent in the chemicals, equipment, or procedures used in an investigation should be clearly identified in a manuscript reporting the work.

Registered trademark names should be capitalized whenever used; trade and trivial names should not be capitalized; usually the chemical name or composition should be given in parentheses or in a footnote at the first occurrence of such a name.

General Considerations. Authors should prepare material with utmost conciseness consistent with clarity. A Copyright Status Form and cover letter are required for each submitted manuscript.

The following order of presentation is preferred: Cover Page, Title Page, Abstract, Introduction, Experimental Section, Results, Discussion (can be combined with Results), Conclusions (if needed), Acknowledgments (if needed), Supporting Information description, References, and Table of Contents graphic and synopsis. Schemes, Tables, Figure Captions, and Figures and descriptions of Web enhanced objects should be placed in the appropriate locations within the text to enhance readability. **To expedite review, processing, and publication of the manuscript, all of the above should reside in a single file and be submitted via the journal Web site.**

Authors are requested to consider Web enhancements to their articles when submitting manuscripts. Such enhancements may include rotatable 3D renderings, animations, video, or sound. See section on Web enhanced objects for instructions on submitting these files.

The use of full color in the printed version of the journal will be limited to those instances where it is needed for clarity. Nevertheless, there is no limitation on the use of color for material submitted as Supporting Information. Color reproduction, if approved by the Editor, will be provided at no cost to the author. A surcharge of \$100 per 100 reprints will be added to the standard cost of reprints.

Authors should write in clear, concise English and should follow the style and layout recommended in *The ACS Style Guide*. All nomenclature must be consistent, clear, and unambiguous and should conform with current American usage. Insofar as possible, authors should use systematic names similar to those used by Chemical Abstracts Service and the International Union of Pure and Applied Chemistry.

Chemical Abstracts (CA) nomenclature rules are described in Appendix IV of the *Chemical Abstracts Index Guide*. For CA nomenclature advice, consult the Manager of Nomenclature Services, Chemical Abstracts Service, P.O. Box 3012, Columbus, OH 43210-0012. A name generation service is available for a fee through CAS Client Services, 2540 Olentangy River Road, P.O. Box 3343, Columbus, OH 43210-0334; Telephone: (614) 447-3870; Telefax: (614) 447-3747; or e-mail: answers@cas.org.

Cover Page. This page is intended to facilitate review and abstracting of the paper and will not be part of the published text. Text and graphics should thus be sized to fit on only one page.

The Cover Page should begin with the title, author list, and affiliations. The corresponding author should be indicated with an asterisk and full contact details (name, address, phone, fax, e-mail, and Web addresses) provided at the bottom left corner of the page in address format.

The Cover Page should also contain an abstract of 200 words or less of the major findings in the paper and the most important illustration in the paper.

Title Page. The Title Page should begin with the title, author list, and affiliations. Titles should clearly and concisely reflect the emphasis and content of the paper. Titles are of great importance for current awareness and information retrieval and should be carefully constructed for these purposes. Succinct titles are encouraged.

Bylines should include all those who have made substantial contributions to the work. To facilitate indexing and retrieval and for unique identification of an author, use first names, initials, and surnames (e.g., John R. Smith) or first initials, second names, and surnames (e.g., J. Robert Smith). At least one author must be designated with an asterisk as the author to whom correspondence should be addressed. The corresponding author's e-mail address should follow the address information.

The Abstract should immediately follow the author affiliations.

Abstract. All manuscripts must contain an Abstract, not exceeding 200 words, which should provide a succinct, informative summation of the most important results and conclusions. The opening lines of the Abstract should present the principal results and conclusions.

Introduction. The Introduction should provide a statement outlining the motivation for the research and should accurately place the investigations in context with previous or current work in the field.

Experimental Section. The Experimental Section should provide a clear, unambiguous description of materials, methods, and equipment in sufficient detail to permit repetition of the work elsewhere. Repetitive descriptions of a general procedure should be avoided.

Results and Discussion. These sections should present the results, and their interpretation, in context with existing knowledge in a clear and concise manner.

Conclusion. A Conclusion section should be provided in instances where the key elements of the results and discussion may require amplification or clarification. This section should not simply restate the Abstract.

References and Footnotes. In the Web edition of this journal, references will be linked to various electronic sources (e.g., the corresponding abstract from Chemical Abstracts Service, full text from other American Chemical Society journals, etc.); therefore, the accuracy of the references is critical. **Authors are responsible for the accuracy of the references.**

References to the literature should be numbered in one consecutive series in the text. Each literature reference should be assigned one number and placed in the text as a superscript Arabic numeral. Footnotes to the text, including the identity of the author's institution if this is not obvious from the heading of the manuscript, should be combined with references and numbered in ordinal sequence. Unnecessarily long reference lists should be avoided.

Authors should consult *The ACS Style Guide* for the appropriate style to use in citations of journal papers, books, and other publications. In literature references, journal abbreviations should be those used by Chemical Abstracts (see *Chemical Abstracts Service Source Index (CASSI) 1907-1999 Cumulative*).

Example of a journal reference:

(1) Doe, J. S.; Smith, J.; Roe, P. *Cryst. Growth Des.* **2001**, *1*, 95–105.

Example of a book reference:

(2) Smith, A. B. In *Textbook of Chemistry*; Doe, J. S., Roe, P., Eds.; American Chemical Society: Washington, DC, 1999; Vol. 4, Chapter 2, pp 123–126.

Tables. Tables should be numbered consecutively with Arabic numerals and placed in appropriate locations within the text. Each table should include a descriptive heading that, together with the individual column headings, makes the table self-explanatory. Footnotes in tables should be given letter designations and be cited in the table by italic superscript letters. The sequence of letters should proceed by line rather than by column.

If a reference is cited both in the text and in a table, a lettered footnote should be inserted in the table which refers to the numbered reference in the text. In setting up tabulations, authors are requested to keep in mind the type area of the journal page (17.8 × 25.0 cm) and the column width (8.5 cm) and to make tables conform to the limitations of these dimensions. When data

are arranged into columns, space should be used efficiently. Tables extending over two columns are permitted.

Artwork. For ease of readability, the artwork should follow the first mention in the text. To achieve this, the artwork should be designed to use space efficiently so that it can be integrated into the layout of the manuscript where it is mentioned. One-column artwork is strongly recommended.

Artwork may be categorized into structure blocks, equations (numbered reactions), charts, schemes, and figures. Within each category (except structure blocks), artwork should be sequentially numbered using Arabic numbers. Schemes and charts should have titles and may have footnotes; figures should have captions. Structures should be numbered sequentially with boldface Arabic numbers.

The quality of the illustrations in the journal depends on the quality of the originals provided by the author. **Artwork should be provided at the size it will be printed in the journal** (for guidelines on the production of ChemDraw files, see the instructions below). Figures cannot be modified or enhanced by the journal production staff. Whenever possible, the graphics files furnished by authors with Web submissions (and on disks with revised conventional submissions of accepted manuscripts) are used in production of the journal. Hardcopy graphics furnished with conventional submissions are digitized during journal production. Contrast is important. Use dark black ink. To ensure good quality production in the journal, a copy of each graphic should be printed (at the desired size in the final printed version) from a high-quality laser printer on smooth, opaque white paper to verify that all parts of the artwork are clear and legible. Any changes to the artwork (including size changes) must be made in the drawing program that was used to create the artwork and the revised artwork reimported into the manuscript.

Graphics submitted digitally should be saved as TIFF images, if possible, and should have the following minimum resolution requirements:

Black and white line art	1200 dpi
Grayscale art	600 dpi
Color art	300 dpi

Remove all color from graphics, except for those graphics that you would like to have considered for publication in color.

For papers submitted via the Web, insert your illustrations into the manuscript following the Web instructions for manuscript preparation. See <http://pubs.acs.org> for additional guidance.

For papers submitted in hardcopy, artwork may be submitted as separate graphics files (see "File Preparation for Mail Submission" later in this document) or as hardcopy originals. Please note that even if graphics files are submitted, good quality, hardcopy original figures are still required.

Artwork should be constructed in keeping with the following journal column widths:

	One column (preferred)	Two column
Width		
<i>Minimum</i>	N/A	10.5 cm (4.1 in.)
<i>Maximum</i>	8.25 cm (3.3 in.)	17.8 cm (7 in.)
Maximum depth	24 cm (9.5 in.)	24 cm (9.5 in.)

Artwork should be produced with a drawing program such as ChemDraw. Structure drawing preferences (preset in the ACS Stylesheet in ChemDraw) are as follows:

As drawing settings select:

chain angle	120 deg.
bond spacing	18% of width
fixed length	14.4 pt (0.508 cm, 0.2 in.)
bold width	2.0 pt (0.071 cm, 0.0278 in.)
line width	0.6 pt (0.021 cm, 0.0084 in.)
margin width	1.6 pt (0.056 cm, 0.0222 in.)
hash spacing	2.5 pt (0.088 cm, 0.0347 in.)

As text settings select:

Font	Arial/Helvetica
Size	10 pt

Under the preferences choose:

Units	points
Tolerances	3 pixels

Under page setup use:

Paper:	US Letter
Scale:	100%

Using the ChemDraw ruler or appropriate margin settings, create structure blocks, schemes, and equations having maximum widths of 11.3 cm (one-column format) or 23.6 cm (two-column format). (If the foregoing preferences are selected as cm values, the ChemDraw ruler is calibrated in cm.)

Use boldface numerals for compound numbers, but not atom labels or captions.

For artwork prepared in all other software packages, use the following guidelines:

- Lettering should be no smaller than 4.5 points
- Use Helvetica or Arial type for lettering
- Lines should be no thinner than 0.5 point
- Lettering and lines should be of uniform density

Use a simple cross-hatch design to show a pattern or to achieve a three-dimensional effect. **Do not submit color prints when black and white reproduction is required.**

Table of Contents Graphic and Synopsis. A graphic entry for the Table of Contents and short synopsis (60 words or less) reporting the most important feature of the paper must be supplied with each manuscript and should be placed at the end of the electronic file containing the manuscript or, for mailed submissions, just after the figures. The page should be labeled **For Table of Contents Use Only**.

The synopsis, in conjunction with the manuscript title, should give the reader a summary of the main thrusts described in the paper. The graphic could be in the form of a structure, a graph, a drawing, an SEM/TEM photograph, reaction scheme, etc. A Table of Contents graphic supplied by the author can be no wider than 12.0 cm and no taller than 4.6 cm. This includes the appropriate selection of the type size of any labels, formulas, or numbers. Please note that the journal will not publish tables or spectra in the Table of Contents, since these do not reproduce well after photoreproduction.

Do not confuse the Table of Contents graphic and synopsis for the required 200 word abstract and summary graphic needed at the beginning of each contribution to expedite review.

Web Enhanced Objects. The Journal Editors encourage the submission of Web enhanced objects (WEOs) that complement a reader's understanding of the research being reported. These types of files include color figures (including 3D rotatable figures), animations, spectra, video, and sound. Links to WEOs will appear in the Web HTML edition of the paper. Files suitable for this form of publication should be viewable with commonly available Internet plug-ins (e.g., Chime) or helper applications (Rasmol, WebLab Viewer, etc.). More information on WEOs is available on the *Crystal Growth & Design* website at <http://pubs.acs.org/crystal/>.

Authors should submit WEOs as separate files to the Editor. Those authors submitting papers via the Web should e-mail WEO files (with the assigned manuscript number) to crystal@bama.ua.edu after submission of their paper to Paragon. The file size must be <5 megabytes.

Descriptions of WEOs should be noted in the appropriate places within the graphic caption or text of the paper, noting the type of file and format. Example: "A 3D rotatable image in xyz format is available."

Supporting Information. Supporting Information such as extensive tables, graphs, spectra, detailed descriptions of experimental procedures, and crystallographic information files (CIFs)

will appear in the Web edition of the paper and must accompany the manuscript for review purposes. Full CIF files are required for papers which contain crystal structure reports (see below); however, structure factors will not be required unless specifically requested for review. CIF files will be sent via Web submission.

Mailed submission of Supporting Information is currently acceptable. The copy should be clear and readable on 8.5 × 11 in. paper, and the pages must be numbered. The Supporting Information format of this journal can accommodate and make readily available almost any type of supplementary figures or data (e.g., reproductions of spectra, experimental procedures, tabulated data, expanded discussion of peripheral findings). The author should include a Supporting Information Available statement at the end of the manuscript that describes this material. The following example uses the preferred format:

Supporting Information Available. Three-dimensional renderings of Figures 2 and 4, animation of reaction sequence 3, video of the growth along 211 for compound 4, and IR spectra for 5. X-ray crystallographic information files (CIF) are available for compounds 7 and 8. This material is available free of charge via the Internet at <http://pubs.acs.org>.

Special Instructions for Communications

Communications are brief reports of preliminary and significant research results of interest to the crystal growth and design community. These special criteria will be applied in addition to the others that are normally used (see section on Review of Manuscripts) in judging the suitability of a manuscript submitted for publication as a Communication.

A Communication should not contain section headings (e.g., Introduction, Results and Discussion, Experimental Section, etc.); however, a 60-word synopsis and TOC graphic are required. An Abstract of 200 words or less for review and indexing purposes should be submitted separately along with the text of the Communication (see General Considerations). Any X-ray crystallographic information, experimental details, and characterization data for key compounds should be submitted as Supporting Information, and full documentation of each XRD study should accompany the Communication. A footnote in the numerical list at the end of the paper should include a brief summary of the crystal structure determination, chemical formula and formula weight, unit cell dimensions with esds, temperature, crystal system and space group, number of formula units in the unit cell, linear absorption coefficient, number of measured/independent/observed reflections (with criterion), and final *R* values.

Information for Authors of Papers Containing Structure Reports

(A) Crystal Structure Studies. Authors should consult the recommendations of The Commission on Crystallographic Data of the International Union of Crystallography before preparing manuscripts for submission. Not all data requested for review will be accepted for the printed text. This applies both to reports in which the structure study is the main thrust of the work (Full Structure Report) and to those in which such a study plays only a supporting role (Abbreviated Structure Report).

(1) Structure Reports (in Articles)

(a) Experimental Section. Every effort should be made to minimize the quantity of tabular material appearing in the printed text. The collection of data and refinement of the structure are usually routine, and a concise description can be accomplished with a brief written description and one short table. Tabulations of fractional coordinates will in general not be printed within the main text; however, this information will be available along with more in-depth experimental information in Supporting Information on the Web.

(b) Tabular Material. Important bond lengths and angles (with esds) may be included in tabular form for the printed text when they are significant to the overall discussion. Full details of the

inter- and intramolecular distances and angles should be made available in the Supporting Information.

(c) Figures. Drawings of crystal or molecular structures should be made with the non-crystallographer in mind. For structures refined anisotropically, ellipsoid plots should be submitted for review as Supporting Information; however, ball-and-stick drawings, with appropriate use of color, may enhance the presentation of the supramolecular features of crystal structures. Authors should pay close attention to the level of detail possible in reduced figures of unit cell and packing diagrams. Stereoscopic pairs of perspective drawings may be deposited as Supporting Information. However, authors are encouraged to submit 3D rotatable images of a single packing rather than stereopairs.

(d) Crystallographic Data. Authors of papers containing single-crystal XRD studies are strongly encouraged to provide powder XRD data (see below) on the bulk sample to confirm that the crystal structure is representative of the entire sample.

Supplementary single-crystal XRD data should be provided in the Supporting Information section of the manuscript (see section on Supporting Information), and the preferred form is as a Crystallographic Information File (CIF). Material to be deposited: complete information on collection of data and refinement of the structure in tabular form; final values of all refined atomic coordinates (with esds) including all calculated atomic coordinates (especially calculated positions for hydrogen atoms and positions of atoms calculated from refinement of rigid groups); all anisotropic thermal parameters, which should be provided in U_{ij} or B_{ij} form, rather than β_{ij} ; all nonessential bond lengths and angles; least-squares planes and atomic deviations therefrom; intermolecular contacts including such items as details of intermolecular hydrogen bonding; unit cell and packing diagrams stylized to emphasize packing information and drawn with right-handed axes.

Submission of the structure factor table(s) is not required, but authors should be prepared to submit a copy of the structure factor table(s) if requested during the review process. The structure factor table(s) will not be deposited, and the authors are requested to retain a copy (which should list h , k , l , F_o , F_c , and $\sigma|F_o|$ values) for at least 2 years, so that it can be consulted should any questions concerning the published structure arise.

A suitable paragraph should appear at the end of the printed text enumerating the contents of the Supporting Information.

Authors are strongly encouraged to deposit crystallographic data in the CIF format. These files may be used for reviewing purposes and, therefore, must be deposited when the author submits a manuscript for review. Because of anticipated changes in the submission of CIF, additional details on the preparation, validation, and submission of the material are available from the journal home page (URL: <http://pubs.acs.org/journals/cgdefu/index.html>). **Please consult this information while preparing your manuscript.**

Reviewers will have access via the Web to an electronic copy of the CIF(s) associated with a manuscript. For many reviewers, an electronic CIF greatly simplifies the review process. Thus, the lack of availability of an electronic CIF may result in significant delays in the review process.

After review and acceptance, the CIF will become part of the general Supporting Information and will be available to readers via the Web. At present, authors may continue to send four copies of Supporting (crystallographic) Information with hardcopy submission of manuscripts to the Editor.

(2) Abbreviated Structure Reports in Communications or Articles. In a Communication or in the case where a structure study plays a supporting role in a full paper devoted to another principal objective, a good molecular or packing diagram should appear as a figure. A few significant distances and angles should be placed in the figure caption or in a short table. A footnote in the numerical list at the end of the paper should include a brief summary of the crystal structure determination, chemical formula and formula weight, unit cell dimensions with esds, temperature, crystal system and space group, number of formula units in the unit cell, linear absorption coefficient, number of measured/

independent/observed reflections (with criterion), and final R values. All other information which would otherwise be included in a structure report should be in Supporting Information, preferably deposited as a CIF.

(B) Powder Diffraction Data. Powder XRD data are highly encouraged for all new materials and for materials previously uncharacterized by this technique. Data from powder XRD measurements should be accompanied by details of the experimental technique: the radiation, its wavelength, filters or monochromators, camera diameter, the type of X-ray recording, and the technique for estimating intensities. In cases of unindexed listing of the data, the d spacings of all observed lines should be listed in sequence, together with their relative intensities. In cases where filtered radiation is used, every effort should be made to identify residual β lines. Where resolution into α_1 - α_2 doublets occurs, the identification of the d spacing for each line as $d\alpha_1$, $d\alpha_2$ gives a measure of the quality of the photograph. When an indexing of the data is offered, the observed and calculated $1/d^2$ values should be listed side by side along with the observed relative intensities (it is superfluous to give d spacings in this instance). All calculated $1/d^2$ values should be listed (exclusive of systematic absences), to the limit of the data quoted. If possible, the crystal system should be specified. Possible space groups may also be listed if the data warrant it. Relevant information about the specimen used should be included.

(C) Corrections. Errors discovered in published structure reports should be communicated directly to the corresponding author of the work. The Editor should be kept informed by a copy of such correspondence. Upon verifying the error, the author or authors should submit a suitable correction to the Editor without delay, carrying an acknowledgment of the colleagues who brought the matter to their attention.

File Preparation for Mail Submission

If a manuscript is submitted by mail, electronic files of the final accepted version will still be required prior to publication. The electronic version must exactly match the final accepted hardcopy version, and authors are encouraged to use the template for their electronic version.

If the template is not used, the document mode or its equivalent in the word-processing program should be used; i.e., files should not be saved in "Text Only" (ASCII) mode. If a non-Western version of word-processing software is used to prepare the manuscript, the file should be saved in rich-text format (RTF). "Returns" should only be used to end headings and paragraphs, not to break lines of text. Spaces should not be inserted before punctuation.

All characters must be correctly represented throughout the manuscript: for example, 1 (one) and l (ell), 0 (zero) and O (oh), x (ex) and \times (times sign). The symbol font for all Greek letters and math symbols should be used. The conversion program used in the Journal Publications office will faithfully translate any errors present in a file; therefore, the final version must be checked carefully for consistent notation and correct spelling.

The file must be checked with an up-to-date virus detection program. The presence of a virus would delay the publication of the manuscript.

The complete manuscript should be placed in one file created in one of the following word processing packages.

Macintosh	IBM and Compatibles
Microsoft Word, Word 98 and higher	Microsoft Word, 97 and higher
WordPerfect 3.5	Word for Windows 8.0
	WordPerfect up to 9.0

All graphics in this file must be inserted at the size they are to be printed in this journal (except as already noted in the instructions for ChemDraw files). Proof a printout of the manuscript from a 600 dpi laser printer to ensure that all artwork is clear and legible.

Review of Manuscripts

Contributions will take full advantage of Web technology in submission and review of manuscripts and approval of page proofs. All papers will be submitted to at least two experts for critical review. Authors are urged to suggest persons competent to referee their manuscripts in their cover letter, but these referees should not be colleagues or collaborators. They may also suggest that certain individuals not be used as referees. Such requests will be honored by the Editors, unless it is believed that the specific individual's opinion is vital in the consideration of the manuscript.

The following criteria have been established for consideration by reviewers: relevance of the work to the fields of crystal growth, design, and application; its overall quality and completeness; its originality and significance; the quality, clarity, and conciseness of the manuscript; the quality and appropriate use of figures, tables, etc.; whether the conclusions reached are adequately supported by the data; the use of satisfactory nomenclature; whether the potential hazards have been adequately described; whether the references given are appropriate and adequate.

In the case of Communications, the completeness of the work will not be among the criteria, but the additional requirement of unusual urgency, significance, and interest to the materials chemistry community will be applied in addition to the limitation on length.

All manuscripts will be handled expeditiously to ensure rapid consideration for publication; however, Communications will be given special consideration in both the reviewing and publication processes to minimize the time from receipt to publication.

If the manuscript contains references to work "in press," "submitted", etc., preprints should be included (three copies) for use by the reviewers and Editors. This is especially important if the unpublished work bears directly on conclusions drawn in the submitted manuscript.

In the printed version, authors are asked to limit the use of color to instances when color pictures are needed for clarity. There is no limitation in the use of color for material submitted as Supporting Information.

It should be recognized that the reviewers act only in an advisory capacity and that the final decision concerning a manuscript is the responsibility of the Editors.

Revised Manuscripts

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