

## GUIDELINES FOR AUTHORS

(January 2016)

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### **Scope and Editorial Policy**

*Environmental Science & Technology Letters (ES&T Letters)* invites brief communications of experimental or theoretical results in all aspects of environmental science (pure and applied) and brief reviews on emerging environmental science and technology topics. The journal covers areas including characterization of natural and affected environments, environmental processes, environmental measurement methods, environmental aspects of nanotechnology, novel remediation and control technology, ecotoxicology and human environmental health, and energy and the environment. In the selection of manuscripts for publication, the Editors place emphasis on the quality and originality of the work. The purpose of *ES&T Letters* is the rapid disclosure of results where immediate availability is important to the environmental science and engineering community. Authors should provide enough background information to place the new disclosure in context and to justify the rapid publication format.

The length of a Letter can be up to **3000 word equivalents** (5000 for a Brief Review). *ES&T Letters* is pleased to publish papers without page or color charges to authors. Graphic elements such as tables and figures normally count for 200 word equivalents each, and captions and references are not included in the total word count. Manuscripts should not contain large tables of data or more than a few plots or schematics in a single figure.

Submission of a manuscript to the Journal implies that the work reported therein has not been previously published and is not under consideration for publication elsewhere. Authors should adhere to the [Ethical Guidelines to Publication of Chemical Research](#).

### **Prescreen Process**

Due to the competitive nature of publication in *ES&T Letters*, and to avoid overburdening reviewers, a stringent prescreen process is performed by the Editors (after submission and before review). *ES&T Letters* expects high competition for space in the journal; therefore, not all manuscripts will be sent out for review. We also regret that detailed justification and advice cannot always be provided for manuscripts that do not pass the prescreen process.

## Related Work by Author

When references to related work by the author are quoted and not available to the referees (e.g., it is “in press”), an electronic copy should be submitted with the manuscript for use by the referees and the Editor.

## Peer Review

Letters will be handled expeditiously and will take full advantage of Web technology in submission and review of manuscripts and approval of page proofs. Manuscripts selected for further review will be sent to a group of peers for evaluation. Authors can greatly expedite the speed of this process by supplying a list of four or more potential reviewers, with their current titles and addresses, including e-mail addresses. Authors may request that certain individuals not be used as referees. Such a request will be honored, unless it is believed that the individual’s opinion is vital in the consideration of the manuscript.

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## Revised Manuscripts

Revisions should be accompanied with a cover letter that clearly cites any revisions that are made, as well as a separate point-by-point restatement of the comment and a response to reviewer comments and an exact duplicate of any new text included in the manuscript. Deleted text need not be indicated. Your replies should make it clear how the manuscript was changed or provide convincing reasons for declining to make a recommended change. You should endeavor to make revisions to the manuscript in order to avoid similar concerns or comments by readers. Responses to comments should not be merely rebuttals or attempts to educate the reviewer, as

these comments would not be seen by a reader if the material is published. Please include a marked copy of the revised manuscript as Supporting Information (SI) for Review Only that clearly shows both removed and added material, along with a final revised manuscript.

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Manuscripts must be submitted via the ACS Paragon Plus Environment (<http://paragonplus.acs.org/login>). Complete instructions and an overview of the electronic online (Web) submission process are available through the secure ACS Paragon Plus Web site. Authors must also submit revisions via the ACS Paragon Plus Environment. The web submission site employs state-of-the-art security mechanisms to ensure that all electronically submitted papers are secure. These same security mechanisms are also utilized throughout the peer-review process, permitting access only to editors and reviewers who are assigned to a particular paper.

## **Journal Publishing Agreement**

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An electronic cover letter must accompany all manuscripts. It should include the following:

- manuscript title
- corresponding author’s name
- corresponding author’s mailing address
- corresponding author’s phone number, fax number, and e-mail address
- suggested objective reviewers (4) with e-mail addresses and professional URLs (if possible)
- comments on the manuscript’s significance and need for urgent publication
- list of related work submitted or published if relevant

Authors should note that a clear statement of the manuscript’s goals and significance can be very helpful to the Editors during the prescreening process.

**Patent Activities and Intellectual Property Issues.** Authors are responsible for ensuring that all patent activities and intellectual property issues are satisfactorily resolved prior to first publication (Just Accepted, ASAP, or in an issue). Acceptance and publication will not be delayed for pending or unresolved issues of this nature.

## Manuscript Format

**Letters.** Manuscripts should cover a topic that is relevant to the scientific understanding of natural environments and engineered environmental systems and technologies. *ES&T Letters* focuses particularly on the chemistry of processes in the environment, including those affected by human activities. This includes biological and physical phenomena as well as mathematical and computational methods that are specifically relevant to the understanding and management of the environment. *ES&T Letters* also publishes papers that describe significant scientific advances or novel technologies for remediation, control, and pollution prevention. Letters are assigned to one of the following sections: Characterization of Natural and Affected Environments, Ecotoxicology and Human Environmental Health, Energy and the Environment, Environmental Aspects of Nanotechnology, Environmental Measurements Methods, Environmental Processes, and Novel Remediation and Control Technologies.

*ES&T Letters* strives to publish only original work of broad scientific significance and environmental importance. Originality is defined as new experimental data, new interpretations of existing data, or new theoretical analyses of environmental phenomena. Significance will be judged with respect to the breadth of impact of the reported findings.

*Manuscripts that report data of a routine nature will not be accepted.* For example, papers that report only values of molecular parameters without employing them in or demonstrating their relevance to a model will be declined. The scope of the reported data in ambient monitoring studies must yield conclusions applicable to more than the particular site or time when the data were taken. Studies that describe only the outcomes of standard laboratory or field tests are not appropriate for publication. Letters must be relevant to the study of natural systems and/or engineered environmental systems and technologies. You must make this connection apparent—papers that fail to demonstrate their environmental relevance will be rejected without external review. For example, it is not sufficient that the paper describe work on a compound that may occur in the environment if the study does not provide information that is clearly related to that compound's fate, transport, transformation, or effects in the environment. Manuscripts that emphasize analytical chemistry research must provide a meaningful yet concise argument that the method represents a significant advance in the environmental field. Manuscripts that do not include results from the application of the method either to real environmental samples or to samples that simulate environmental samples in a meaningful manner will be declined. Authors should show that a new analytical method has been thoroughly developed and its quality ensured.

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Sections labeled “Conclusions” are not allowed in *ES&T Letters*. Results and conclusions should be discussed together.

**Brief Reviews.** Brief Reviews are intended to highlight new and emerging themes that may not yet have an extensive literature base. Brief Reviews should improve readers' knowledge through discriminating comparisons and insightful organization of the material. Criteria for acceptability include the current importance of the field under review, the thoroughness of the literature coverage, clarity, and clear identification of research needs.

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The Editors encourage authors to prepare manuscripts using the information and templates available at the *ES&T Letters* Web site (<http://pubs.acs.org/journal/estlcu>). Use of the template facilitates the peer review process by allowing artwork and tables to be placed close to the point where they are discussed.

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## Table of Contents Graphic

A graphic for the Table of Contents (TOC) must be supplied with each Letter and Brief Review. This graphic, in conjunction with the manuscript title, should give the reader a summary of the research described in the paper. The TOC graphic will also be published in the Abstract of the manuscript. This graphic can be no wider than 8 cm and no taller than 4 cm and should be prepared following the specifications under Artwork. Text should be limited to essential technical labels. This should be submitted in the same way as other graphics, but labeled as “TOC Art”. More guidance is available at [http://pubs.acs.org/paragonplus/submission/toc\\_abstract\\_graphics\\_guidelines.pdf](http://pubs.acs.org/paragonplus/submission/toc_abstract_graphics_guidelines.pdf).

## Abstract

All Letters and Brief Reviews must contain an abstract, not exceeding 150 words, which should state briefly the purpose of the research, the principal results, and major conclusions.

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Divide the articles into sections, three are often sufficient: Introduction, Experimental, and Results and Discussion (see below). Do not use footnotes; include the information in the text. Number all pages of the manuscript.

## Introduction

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Here you can discuss your findings, postulate explanations for data, elucidate models, and compare your results with those of others. Be complete but concise. Avoid irrelevant comparisons or contrasts, speculations unsupported by the new information presented in the paper, and verbose discussion. Results and discussion may be combined or separated into separate sections. **Do not include a Conclusions or Summary section in Letters.** Include major conclusions in the body of the Results and Discussion sections.



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**Any unusual hazards in the chemicals, equipment, or procedures used in an investigation should be clearly identified.**

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Registered trademark names should be capitalized whenever used. Registration marks are not required to ensure legal protection for the trademark. Trade and trivial names should not be capitalized. Usually the chemical name or composition should be given in parentheses or in a reference at the first occurrence of such a name.

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References to the literature should be numbered in one consecutive series by order of appearance in the text, with the text citations presented as unparenthesized superscript Arabic numbers.

For work published online (ASAP) and work submitted for publication (e.g., submitted; in press), the DOI should be furnished in addition to the standard bibliographic information. DOI is an accepted form of citation before and after the article appears in an issue.

Brown, A.; Ngai, T. Y.; Barnes, M. A.; Key, J. A.; Cairo, C. W. *J. Phys. Chem. A* **2011**, DOI: 10.1021/jp2079296.

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 Service [see *Chemical Abstracts Service Source Index (CASSI) 1907-2004*].

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maximum depth	24 cm (9.5 in.)	24 cm (9.5 in.)

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