

# Chemical Communications

## Notice to Authors, 1984

### Refereeing Policy

*Chemical Communications* is intended as a forum for preliminary accounts of original and significant work that is likely to prove to be of wide general appeal or exceptional specialist interest. Such preliminary reports should normally be followed up eventually by full papers in other journals, providing detailed accounts of the work. The policy of the Society remains that only a fraction of research work warrants publication in *Chemical Communications*, and strict refereeing standards will be applied. The benefit to the reader from the rapid publication of a particular piece of work before it appears as a full paper must be balanced against the general desirability of avoiding duplicate publication. The needs of the reader, not the author, must be considered, and priority in publication is not a factor in determining acceptability.

Authors should briefly indicate in a covering note or letter (two copies) the reasons why they feel that publication of their work in *Chemical Communications* is justified. Further, authors are encouraged to indicate, early in the manuscript, the urgent or novel aspect of the work for the benefit of readers. Acceptance by two independent referees will lead to immediate publication; communications will not be rejected on the recommendation of one referee only, and authors of refused communications will have the right to appeal, through the Editor, to the Journals Committee. Short articles which have the detail of content and argument appropriate to the definitive paper but lack 'urgency' should be submitted to the appropriate section of *J. Chem. Soc.*, *Dalton*, *Perkin*, or *Faraday Trans.*, or to *J. Chem. Research*.

As noted above, it is necessary in most cases to publish a full paper as a follow-up to the preliminary communication. However, authors should note that the acceptance of a contribution for *Chemical Communications* does not guarantee that the accompanying full paper will be acceptable for *J. Chem. Soc.*

### Administration

An acknowledgement of receipt will be sent by return of post to the author submitting a manuscript. If this has not been received within a reasonable time, the author is advised to contact the Editor. As soon as the referees' recommendations have been received by the Editor, authors will be informed whether the communication has been accepted. Although the editorial staff will try to ensure that communications are refereed promptly, delays may sometimes occur, especially during the summer holiday period.

If authors fail to reply to referees' recommendations, or to return proofs, within one month of the date of dispatch the communication concerned may be regarded as abandoned.

### Brevity

Individual articles should be as brief as possible, and should be restricted to the central urgent theme; they should not normally exceed approximately one printed page in length.

Extensive historical introduction, experimental detail, physical data, and mechanistic conjecture will, in general, not be published; however, authors are strongly encouraged to include detail relevant to the proof of soundness as supplementary information to aid the referees in their assessment of the work. Illustrations and tables will only be published if necessary for ease of comprehension by the reader.

### Editing

Editing will be as light as is consistent with a reasonable standard of presentation, clarity of expression, and the conciseness required in *Chemical Communications*.

### Manuscripts

Careful attention to the following points will aid rapid publication.

(a) Three copies of the manuscript must be provided. One should be a top-quality original, in double-line spacing, typed on one side of the sheet only. Good quality non-greasy paper must be used. Margins of at least 4 cm must be left at the top, bottom, and left-hand side.

(b) The first page should be set out as follows:

(i) Title, capitals for the first letter of each noun and adjective only.

Note: The inclusion of 'Series or Part numbers' in the title of communications is not allowed.

(ii) Authors' names, with one forename for each author.

The name of the author who will deal with correspondence arising out of publication of the communication may be indicated by an asterisk (\*) placed after it. For indexing purposes, authors should indicate which part of their name is to be used as their surname if there is any possibility of ambiguity.

(iii) Authors' address.

(iv) An extra line of space.

(v) A one-sentence summary.

(vi) An extra line of space.

(vii) Main text, first paragraph not indented.

(c) Spacings must be those required in print, e.g., each paragraph must be indented. A space must be left after numerals (except where these occur in chemical names), when these qualify units (e.g., 3 g), but not when they are multiples ( $10^3k$ ).

(d) Attention should be paid to underlining, and punctuation (or its absence) in symbols and chemical names. Greek letters and special symbols should be explained by marginal notes (e.g., Gk nu) and not underlined.

(e) Alterations must be made by complete erasure, or by crossing out the error and writing the correct version above it.

(f) Bibliographic references are indicated in the text by superior numerals and must be cited in numerical sequence. The corresponding footnotes should include the author's initials given before the surname and should be set out on a separate sheet.

(g) Captions to illustrations should preferably be presented on a separate sheet.

(h) Displayed formulae should be carefully and unambiguously drawn on a separate sheet. They should be numbered for ease of reference in the text, and displayed in numerical order.

(i) Illustrations should be good-quality Indian ink drawings suitable for reduction to about 6 cm in width and drawn with lines of adequate thickness for this photoreduction. Lettering should be clearly but lightly inserted in pencil. Drawings requiring additional draughtsmanship are likely to cause delay.

### The Title

The title should clearly and accurately indicate the contents of the communication and should be expressed in adequate scientific terms that can function as 'points of entry' for retrieval purposes. Brevity in a title, though desirable, should be balanced against its accuracy and usefulness.

### The Summary

The summary should be a one-sentence account of the discovery being announced. It must clearly indicate the content which makes the communication important or urgent and be informative rather than indicative, *i.e.* be of the form: "Reaction of sodium with ethanol in dry benzene gives the monomeric sodium ethoxide" and not "The reaction of sodium with ethanol in dry benzene has been studied".

### Nomenclature

For many years the Society has actively encouraged the use of standard I.U.P.A.C. nomenclature and symbolism in its publications as an aid to the accurate and unambiguous communication of chemical information between authors and readers. Attention is drawn to the following publications in which both the rules themselves and guidance on their use are given. 'Nomenclature of Organic Chemistry, Sections A, B, C, D, E, F and H,' 1979 edition, Pergamon, Oxford.

'Nomenclature of Inorganic Chemistry,' 2nd edition, Butterworths, London, 1971.

'Manual of Symbols and Terminology for Physico-chemical Quantities and Units,' 1979 edition, Pergamon, Oxford.

'Biochemical Nomenclature and Related Documents,' The Biochemical Society, 1978.

A complete listing of all I.U.P.A.C. nomenclature publications appears in the Instructions for Authors (Appendix), in issue 1 of *J. Chem. Soc., Perkin Trans.*, 1984. Where there are no I.U.P.A.C. rules for the naming of particular compounds or authors find difficulty in applying the existing rules, they should seek the advice of the Society's editorial staff.

### Acknowledgements

Only personal acknowledgements and those indicating financial support of the research will be published.

### Proofs

Proofs will normally be sent by first-class mail—by airmail where appropriate—to the person submitting the article or to the person designated by him or her.

### Reprints

Reprints will be printed in the form of a four-page leaflet, with the title and reference repeated on the front page. An order form for reprints will be circulated with the proofs, and this should be returned as soon as possible, preferably with the corrected proofs. Fifty reprints may be ordered free of charge, and additional reprints may be purchased.

### Crystallographic Articles

For communications which report the results of an *X*-ray crystal structure determination, authors are requested to submit as supplementary information with their manuscript tables of atomic co-ordinates and bond lengths (with standard deviations). If the communication is accepted for publication, these data will be deposited at the Cambridge Crystallographic Data Centre (for molecules containing 'organic' carbon) or the University of Bonn (for molecules not containing 'organic' carbon). For detailed information, see previous Notices to Authors (*J. Chem. Soc., Chem. Commun.*, 1977, p. 3; 1978, p. 3; 1979, p. 3), but particular points to note are the following.

(i) If the computer print-out of this crystallographic information is faint and indistinct, or contains a lot of redundant information, a retyped version should be provided.

(ii) For compounds not containing 'organic' carbon destined for the database at the University of Bonn, vibrational parameters (in the form of  $U_{ij}$  with units of  $\text{\AA}^2$ , or defined by a given formula) should also be provided.