Instructions to Authors

Please read these instructions carefully and follow them strictly. In this way you will help ensure that the review and publication of your paper is as efficient and quick as possible. The editors reserve the right to reject manuscripts that are not in accordance with these instructions.

All material to be considered for publication in *Chemical Senses* should be submitted in electronic form via the journal's online submission system. Once you have prepared your manuscript according to the instructions below, please visit http://mc.manuscriptcentral.com/chemsens to submit online.

Scope

Chemical Senses publishes original research on all aspects of chemosensory biology, including taste, smell, vomeronasal, and trigeminal chemoreception in both vertebrates and invertebrates. Approaches can range from molecular to behavioral to ecological, and papers integrating multiple approaches are encouraged. Papers on the development of new methodology for investigating the chemical senses are welcomed, but should include experimental evidence that validates the new technology. Papers on clinical and applied research are also welcomed, but should have a fundamental concept in the chemical senses as their primary focus.

Letters to the editor

Letters commenting on the scientific content of papers which have been published in *Chemical Senses* are considered for publication. The author(s) of the paper are normally asked to respond to the comments. Letters and responses may be edited before publication. Normal scientific terminology, and *Chemical Senses* citation procedures, should be followed.

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Publishers submitting books for review should send them to one of the executive editors listed in the information for submission of manuscripts.

Submission of manuscripts

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To contact the editorial office, please e-mail chemse.editorialoffice@oxfordjournals.org.

Review of manuscripts

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Revised manuscripts

Revised manuscripts should be submitted within three months of the author's receipt of the referees' reports. Revised manuscripts returned after three months will be considered as new submissions subject to re-review. Authors should notify the editorial office as soon as possible if revisions will require longer than three months.

Authorship

All persons designated as authors should qualify for authorship. The order of authorship should be a joint decision of the co-authors. Each author should have participated sufficiently in the work to take public responsibility for the content. Authorship credit should be based on substantial contribution to conception and design, execution, or analysis and interpretation of data. All authors should be involved in drafting the article or revising it critically for important intellectual content, and must have read and approved the final version of the manuscript. Assurance that all authors of the paper have fulfilled these criteria for authorship should be given in the covering letter.

Conflict of Interest

At the point of submission, *Chemical Senses'* policy requires that each author reveal any financial interests or connections, direct or indirect, or other situations that might raise the question of bias in the work reported or the conclusions, implications, or opinions stated–including pertinent commercial or other sources of funding for the individual author(s) or for the associated department(s) or organization(s), personal relationships, or direct academic competition. When considering whether you should declare a conflicting interest or connection please consider the conflict of interest test: Is there any arrangement that would embarrass you or any of your co-authors if it was to emerge after publication and you had not declared it?

As an integral part of the online submission process, Corresponding authors are required to confirm whether they or their co-authors have any conflicts of interest to declare, and to provide details of these. If the Corresponding author is unable to confirm this information on behalf of all co-authors, the authors in question will then be required to submit a completed Conflict of Interest form (http://www.oxfordjournals.org/chemse/for_authors/conflict_of_interest.pdf) to the Editorial Office. It is the Corresponding author's responsibility to ensure that all authors adhere to this policy. If the manuscript is published, Conflict of Interest information will be communicated in a statement in the published paper.

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Authors are sent page proofs. Please provide an e-mail address to enable page proofs to be sent as pdf files via e-mail. To avoid delays in publication, proofs should be checked immediately for typographic errors and returned to the typesetters by express (special delivery) post. Essential changes of an extensive nature may be made only by insertion of a Note Added in Proof. Page charges are *not* levied. Authors are, however, charged for extensive changes made in proof and for special items such as colour plates.

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Regular full-length papers should be divided into the following sequence of headed sections: Abstract (100–200 words), Introduction, Materials and methods (or Experimental), Results (or Observations), Discussion (or Conclusion), Acknowledgements, and References.

General format

Prepare your manuscript text using a Word processing package (save in .doc or .rtf format). Use double spacing (space between lines of type not less than 6 mm) throughout the manuscript and leave margins of 25 mm (1 inch) at the top, bottom and sides of each page. Number each page. Please avoid footnotes; use instead, and as sparingly as possible, parenthesis within brackets. Enter text in the style and order of the journal. Type references in the correct order and style of the journal. Type unjustified, without hyphenation, except for compound words. Type headings in the style of the journal. Use the TAB key once for paragraph indents. Where possible use Times for the text font and Symbol for the Greek and special characters. Use the word processing formatting features to indicate **Bold**, *Italic*, Greek, Maths, $^{\text{Superscript}}$ and $_{\text{Subscript}}$ characters. Clearly

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identify unusual symbols and Greek letters. Differentiate between the letter O and zero, and the letters I and l and the number 1. Mark the approximate position of each figure and table. Check the final copy of your paper carefully, as any spelling mistakes and errors may be translated into the typeset version.

Corresponding author

The name and address of the author to whom all correspondence is to be addressed should be placed on the title page and identified as:

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Please include the *e-mail address, telephone* and *fax numbers* of the corresponding author.

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Key words

Up to six key words should be given below the abstract. Key words facilitate retrieval of articles by search engines, web directories and indexes; therefore, terms that are too general should be avoided. The selected key words should not repeat words given in the title since this is covered by most search systems. The aim is to assist potential readers to find the article by clearly and specifically describing its subject matter, including aspects of methodology or the theoretical framework.

References

Authors are responsible for the accuracy of the References. Published articles and those in the press (state the journal which has accepted them) may be included. In the text a reference should be cited by author and date. *Do not* place text other than the author and date within the parenthesis. No more than two authors may be cited per reference; if there are more than two authors use *et al*. In the Reference list *all* authors should be cited. At the end of the manuscript the citations should be typed in alphabetical order, with the authors' names, year, paper title, journal, volume number, inclusive page numbers, and name and address of publisher (for books only). The name of the journal should be abbreviated according to the *World List of Scientific Periodicals*. References should therefore be listed as follows:

Cagan RH, Rhein LD. 1980. Biochemical basis of recognition of taste and olfactory stimuli. In: van der Starre H, editor. Olfaction and Taste VII. Oxford: IRL Press. p. 35–44.

Marshall DA, Moulton DG. 1981. Olfactory sensitivity to α-ionone in humans and dogs. Chem Senses. 6:53–61.

van der Starre H, editor. 1980. Olfaction and Taste VII. Oxford: IRL Press.

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Tables

Tables should be typed on separate sheets and numbered consecutively with Roman numerals. They should be self-explanatory and include a brief descriptive title. They should be of such a size that they fit easily onto a journal page, the type area of which is 234 (height) × 185 mm (double column width) or 89 mm (single column width). Footnotes to tables indicated by lower-case letters are acceptable, but they should not include extensive experimental details.

An arrow should be used to indicate approximately where a table should be inserted in the text.

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All illustrations (line drawings and photographs) must be referred to in the text (as Figure 1 etc.) and should be abbreviated to 'Fig. 1' only in the figure legend. For online submission, you will be required to submit images electronically in one of the following formats: .jpg, .gif, .tif or .eps.

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Details of all funding sources for the work in question should be given in a separate section entitled "Funding." This should appear before the "Acknowledgements" section. The following rules should be followed: the full official funding agency name should be given, i.e. "National Institutes of Health," not "NIH"; grant numbers should be given in parentheses; multiple grant numbers should be separated by a comma; agencies should be separated by a semi-colon; no extra wording like "Funding for this work was provided by ···" should be used; where individuals need to be specified for certain sources of funding the following text should be added after the relevant agency or grant number "to [author initials]." An example is given here: National Institutes of Health (CB5453961 to C.S., DB645473 to M.H.); Funding Agency (hfygr667789).

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Genotypes should be italicized; phenotypes should not be italicized.

Abbreviations

Try to restrict the use of abbreviations to SI symbols and those recommended by the IUPAC-IUB. Abbreviations should be defined in brackets after their first mention in the text. Standard units of measurements and chemical symbols of elements may be used without definition in the body of the paper.

Chemical formulae and mathematical equations

Wherever possible, write mathematical equations and chemical formulae on a single line. Submit complicated chemical structures as artwork.

Human and animal experiments

The editors draw the authors' attention to the *Declaration of Helsinki and* the *Guiding Principles in the Care and Use of Animals* (DHEW Publication, NIH 86-23). These are reproduced in detail in the first issue of each volume. The editors reserve the right not to accept papers unless adherence to the principles embodied in these documents is apparent.

Ethics guidelines

In order to guarantee a consistent policy of review and publication, *Chemical Senses* endorses the Ethics Guidelines offered by the Society for Neuroscience. These guidelines describe the responsibilities and expected conduct not only of authors of scientific articles, but also of the editors and reviewers. We encourage our readers to take a few minutes to download and look over these guidelines at http://www.sfn.org/guidelines/.

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Recommendations from the Declaration of Helsinki

I. Basic principles

1. Clinical research must conform to the moral and scientific principles that justify medical research and should be based on laboratory and animal experiments or other scientifically established facts.
2. Clinical research should be conducted only by scientifically qualified persons and under the supervision of a qualified medical man.
3. Clinical research cannot legitimately be carried out unless the importance of the objective is in proportion to the inherent risk to the subject.
4. Every clinical research project should be preceded by careful assessment of inherent risks in comparison to foreseeable benefits to the subject or to others.
5. Special caution should be exercised by the doctor in performing clinical research in which the personality of the subject is liable to the altered by drugs or experimental procedure.

II. Clinical research combined with professional care

1. In the treatment of the sick person, the doctor must be free to use a new therapeutic measure, if in his judgement it offers hope of saving life, re-establishing health, or alleviating suffering.

If at all possible, consistent with patient psychology, the doctor should obtain the patient's freely given consent after the patient has been given a full explanation. In case of legal incapacity, consent should also be procured from the legal guardian; in case of physical incapacity the permission of the legal guardian replaces that of the patient.

2. The doctor can combine clinical research with professional care, the objective being the acquisition of new medical knowledge, only to the extent that clinical research is justified by its therapeutic value for the patient.

III. Non-therapeutic clinical research

1. In the purely scientific application of clinical research carried out on a human being, it is the duty of the doctor to remain the protector of the life and health of that person on whom clinical research is being carried out.
2. The nature, the purpose and the risk of clinical research must be explained to the subject by the doctor.

3a. Clinical research on a human being cannot be undertaken without his free consent after he has been informed; if he is legally incompetent, the consent of the legal guardian should be procured.

3b. The subject of clinical research should be in such a mental, physical and legal state as to be able to exercise his full power of choice.

3c. Consent should, as a rule, be obtained in writing. However, the responsibility for clinical research always remains with the research worker; it never falls on the subject even after consent is obtained.

4a. The investigator must respect the right of each individual to safeguard his personal integrity, especially if the subject is in a dependent relationship to the investigator.

4b. At any time during the course of clinical research the subject or his guardian should be free to withdraw permission for research to be continued.

The investigator or the investigating team should discontinue the research if in his or their judgement, if may, if continued be harmful to the individual.

Guiding principles in the care and use of animals

Approved by the Council of the American Physiological Society[1]

Animal experiments are to be undertaken only with the purpose of advancing knowledge. Consideration should be given to the appropriateness of experimental procedures, species of animals used, and number of animals required. Only animals that are lawfully acquired shall be used in this laboratory, and their retention and use shall be in every case in compliance with the federal, state, and local laws and regulations, and in accordance with the NIH Guide[2].

Animals in the laboratory must receive every consideration for their comfort; they must be properly housed, fed, and their surroundings kept in a sanitary condition.

Appropriate anesthetics must be used to eliminate sensibility to pain during all surgical procedures. Where recovery from anesthesia is necessary during the study, acceptable technique to minimize the pain must be followed. Muscle relaxants or paralytics are not anesthetics and they should not be used alone for surgical restraint. They may be used for surgery in conjunction with drugs known to produce adequate analgesia. Where use of anesthetics would negate the results of the experiment such procedures should be carried out in strict accordance with the NIH Guide[2]. If the study requires the death of the animal, the animal must be killed in a humane manner at the conclusion of the observations.

The postoperative care of animals shall be such as to minimize discomfort and pain, and in any case shall be equivalent to accepted practices in schools of veterinary medicine.

When animals are used by students for their education or the advancement of science, such work shall be under the direct supervision of an experienced teacher or investigator. The rules for the care of such animals must be the same as for animals used for research.

[1]Revised 1980.

[2]Guide for the Care and Use of Laboratory Animals. DHEW Publication No. (NIH) 86-23. Revised 1978, reprinted 1980. Office of Science and Health Reports. DRR/NIH. Bethesda, MD 20892, USA.