

## Editorial rules

1. The Swiss Chemical Society publishes a journal entitled «*Helvetica Chimica Acta*» which accepts papers on topics from all fields of pure chemistry, provided that the publication of these papers does not jeopardise the interests of other Swiss journals having a similar character.

2. The aim of the *Helvetica Chimica Acta* is to publish, in one of the three main languages of Switzerland (German, French, Italian), the results of research work carried out by chemists resident in Switzerland or by chemists of Swiss nationality working abroad. Papers in English are also accepted.

Within the limitations imposed by material and editorial considerations (the size of the journal should not exceed about 3,000 pages per year), the Editorial Committee may accept papers written by foreigners resident outside Switzerland provided these authors are either ordinary or honorary members of the Swiss Chemical Society.

3. By way of exception, the Editorial Committee may accept papers written by foreigners living abroad who are neither ordinary nor honorary members of the Swiss Chemical Society on condition that the author or one of the authors has personally read the paper in question at a meeting of the Swiss Chemical Society.

4. Papers accepted for publication by the *Helvetica Chimica Acta* must not have already been published elsewhere in the same form or under the same title. Republication – even in the form of translations – of papers that have appeared in the *Helvetica Chimica Acta* is forbidden (copyright).

5. The decision to accept papers for publication rests with the Editorial Committee.

6. The authors bear full responsibility for the facts and opinions contained in their papers.

7. Authors who are members of the Swiss Chemical Society are entitled to contest a decision of the Editorial Committee by appealing to the Committee of the Society; the latter may, if necessary, call for an expert opinion.

8. *Manuscripts must be typed with double spacing and with a margin; only one side of each sheet of paper should be typed on. The body of the article should be preceded by a brief summary outlining the main findings. This summary must be either in one of the three main languages of Switzerland or in English. The Editorial Committee reserves the right to have certain parts of the paper, including in particular the experimental sections and the summary, set up in small type.*

9. *All papers will be examined to ensure that they are stylistically acceptable. In the case of papers written in English, the Editorial Committee reserves the right to arrange, with the author's consent and at his expense, for the paper to be examined with respect to its stylistic acceptability and, if necessary, for it to be revised.*

10. Every paper must bear the name of the author, as well as either the title of the scientific institute at which the work was carried out or at least an indication of the author's place of residence.

An author may submit two papers on the same topic only under the following conditions: publication of a brief communication to ensure priority followed by the appearance of a more detailed paper. The second publication must be expressly mentioned in the first.

11. The Editorial Committee notes the date of receipt on each paper and informs the author that his paper has been received. The date of receipt is indicated at the head of each publication. Papers sent by registered post can be registered under the date of the post-mark provided a request to this effect is included with the paper; the order of publication, however, depends solely on the actual date of receipt (see Art. 12).

Papers are published in the order in which they are received unless printing is delayed owing to the length of the paper, the preparation of figures, delays in the return of corrected proofs, or correspondence with the editors arising from imperfections in presentation or in content.

12. Papers will be printed at the earliest in the issue due to appear at least 8 weeks after their receipt. Regardless of the date of receipt, brief communications not exceeding 5 pages of Garmond print (the basic print used in the *Helvetica Chimica Acta*) may be accepted for publication in the next issue provided they are received at least 4 weeks prior to the date on which the issue in question is due to appear. The deadlines for the acceptance of papers are printed in each issue of *Helvetica Chimica Acta*. In the case of papers written in English or submitted from abroad, however, the Editorial Committee cannot guarantee publication within the periods stated above.

13. *Drawings for figures should be of appropriate size and must be enclosed on separate sheets, all letters, numerals, and words being written in pencil. If it proves unusually expensive to prepare figures or tables for publication, half the costs involved must be borne by the author.*

The blocks remain the property of the Swiss Chemical Society and are kept by the Editorial Committee for 10 years. Authors may purchase the blocks belonging to their papers at a reasonable price.

14. *The Helvetica Chimica Acta have their own set of rules regarding abbreviations, the lay-out of chemical formulae and analytical results, chemical nomenclature, etc. The most important abbreviations are listed from time to time in the announcements section of the journal. Authors are requested to observe these rules when preparing a manuscript for publication.*

15. Unless they have expressly asked the Editors to correct the proofs of their papers, the authors will receive these proofs with the request to return them by a given date. The cost of major alterations made in proof must be borne by the author.

16. Authors are sent 30 reprints of their paper free of charge about 14 days after the appearance of the relevant issue. On special order and against payment of the extra costs involved, the reprints can be supplied bound in the cover of the *Helvetica Chimica Acta*, the latter bearing the title of the paper. Reprints must not be offered for sale. If additional reprints are required, they should be ordered when the corrected proofs are returned; these reprints will be charged for in accordance with a special tariff.

17. The Editorial Office is closed throughout the whole of August each year. Papers received during this time cannot be dealt with by the editors until after the end of August.