



Journal of Inclusion Phenomena and Macrocyclic Chemistry

INSTRUCTIONS FOR AUTHORS

EDITORS-IN-CHIEF

Janusz Lipkowski
Institute of Physical Chemistry
Polish Academy of Sciences
Kasprzaka 44
01 224 Warszawa
Poland
Fax: +48 39 12 02 38
E-mail: klatrat@ichf.edu.pl

John D. Lamb
Chemistry Department
Brigham Young University,
Provo, UT 84602
U.S.A.
Fax: +1-801-378-5474
E-mail: jd.lamb@chemdept.byu.edu

AIMS AND SCOPE

The *Journal of Inclusion Phenomena and Macrocyclic Chemistry* is the premier interdisciplinary publication reporting on original research into all aspects of host–guest systems. Examples of specific areas of interest are: the preparation and characterization of new hosts and new host–guest systems, especially those involving macrocyclic ligands; crystallographic, spectroscopic, thermodynamic and theoretical studies; applications in chromatography and inclusion polymerization; enzyme modelling; molecular recognition and catalysis by inclusion compounds; intercalates in biological and non-biological systems; cyclodextrin complexes and their applications in the agriculture, flavouring, food and pharmaceutical industries; synthesis, characterization and applications of zeolites.

The journal publishes primarily reports of original research and preliminary communications, provided the latter represent a significant advance in the understanding of inclusion science. Critical reviews dealing with recent advances and events in the field are a periodic feature of the journal.

MANUSCRIPT SUBMISSION

Online Manuscript Submission

Journal of Inclusion Phenomena has a fully web-enabled manuscript submission and review system. This system offers authors the option of tracking in real time the

review process of their manuscripts. The online manuscript and review system offers easy and straightforward log-in and submission procedures. It supports a wide range of submission file formats, including Word, WordPerfect, RTF, TXT and LaTeX for article text and TIFF, EPS, PS, GIF, JPEG and PPT for figures. PDF is not a recommended format.

Manuscripts should be submitted to:

<http://jiph.edmgr.com>

Authors are requested to download the Consent to Publish and Transfer of Copyright form from this system. Please send a completed and signed form either by mail or fax to the *Journal of Inclusion Phenomena* Office.

NOTE: By using the online manuscript submission and review system, it is NOT necessary to submit the manuscript also as printout + disk. In case you encounter any difficulties while submitting your manuscript online, please get in touch with the responsible Editorial Assistant by clicking on “CONTACT US” from the toolbar.

Electronic figures

Electronic versions of your figures must be supplied. For vector graphics, EPS is the preferred format. For bitmapped graphics, TIFF is the preferred format. The following resolutions are optimal: line figures – 600–1200 dpi; photographs – 300 dpi; screen dumps – leave as is. Colour figures can be submitted in the RGB colour system. Font-related problems can be avoided by using standard fonts such as Times Roman, Courier and Helvetica.

Colour figures

Colour figures may be printed at the author's expense. Please indicate at submission which figures should be printed in colour, the number of colour pages you prefer and to which address we can send the invoice. In addition, please specify if figures are to appear together on a colour page. Our standard prices are: for one page €795, for two pages €1250, for three pages €1480 and for each subsequent page an additional €230.

MANUSCRIPT PRESENTATION

The journal's language is English. British English or American English spelling and terminology may be

used, but either one should be followed consistently throughout the article. Please double-space all material, including notes and references. Quotations of more than 40 words should be set off clearly, either by indenting the left-hand margin or by using a smaller typeface. Use double quotation marks for direct quotations and single quotation marks for quotations within quotations and for words or phrases used in a special sense.

Number the pages consecutively with the first page containing:

- title
- author(s)
- affiliation(s)
- full address for correspondence, including telephone and fax number and e-mail address

Abstract

Please provide a short abstract of 100 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references.

Key Words

Please provide 5 to 10 key words or short phrases in alphabetical order.

Abbreviations

Abbreviations and their explanations should be collected in a list.

Units

The SI system is strongly recommended. Papers presented in British Imperial or U.S. standard units will not be accepted. It is stressed that whatever system of (metric) units the paper is written in, the usage must be consistent.

Safety

All hazardous procedures must be indicated as such by including a warning of the likely dangers of a given experiment and advice on how to circumvent these dangers.

Section Headings

The recommended order for major section headings is: Introduction, Experimental, Results, and Discussion.

Appendices

Supplementary material should be collected in an Appendix and placed before the Notes and Reference sections.

Notes

Please use endnotes rather than footnotes. Notes should be indicated by consecutive superscript numbers in the text. A source reference note should be indicated by means of an asterisk after the title. This note should be placed at the bottom of the first page.

Cross-Referencing

In the text, a reference identified by means of an author's name should be followed by the reference number in square brackets. When there are more than two authors, only the first author's name should be mentioned, followed by '*et al*'. In the event that an author cited has had two or more works published during the same year, the reference, both in the text and in the reference list, should be identified by a lower case letter like 'a' and 'b' after the date to distinguish the works.

Examples:

Winograd [1]
Bullen and Bennett [2]

Acknowledgements

Acknowledgements of people, grants, funds, etc. should be placed in a separate section before the References.

References

References to books, journal articles, articles in collections and conference or workshop proceedings, and technical reports should be listed at the end of the article in **numbered** order (see examples below). Articles in preparation or articles submitted for publication, unpublished observations, personal communications, etc. should not be included in the reference list but should only be mentioned in the article text (e.g., T. Moore, personal communication).

Include a Chemical Abstracts number for items likely to be obscure or unintelligible.

References to books should include the author's name; year of publication; title; page numbers where appropriate; publisher; place of publication, in the order given in the example below.

1. J. Szejtli: *Cyclodextrin Technology*, Kluwer, Dordrecht (1988), p. 75.

References to articles in an edited collection should include the author's name; year of publication; article title; editor's name; title of collection; first and last page numbers; publisher; place of publication, in the order given in the example below.

2. G.M. Shelbrick: SHELXL-86. In G.M. Shelbrick, C. Kruger and R. Goddard (eds.), *Crystallographic Computing*, Oxford University Press, Oxford (1985), pp. 175–189.

References to articles in periodicals should include the author's name; year of publication; abbreviated title of periodical; volume number (issue number where appropriate); first page number in the order given in the example below. Abbreviate journal titles according to the Chemical Abstracts Service Source Index (CASSI).

3. Y. Takeda and T. Kimura: *J. Incl. Phenom.* **11**, 159 (1991).

References to technical reports or doctoral dissertations should include the author's name; year of publication;

institution; location of institution, in the order given in the example below.

H. Kanter, Ph.D. Thesis, University of California at San Francisco, 1984.

Crystal Structure Reports

Data required for presentation in the manuscript

For both full papers or communications, the following information should be given in the manuscript:

1. Chemical formula and formula weight (M).
2. Crystal system.
3. Unit-cell dimensions (Å or pm, degrees) and volume, with estimated standard deviations, temperature.
4. Space group symbol (if non-standard setting give related standard setting).
5. No. of formula units in unit cell (Z).
6. Linear absorption coefficient (μ).
7. Number of reflections measured and/or number of independent reflections and R_{int} .
8. Final R values (and whether quoted for all or observed data).

A table of selected *bond lengths* and *angles*, with estimated standard deviations, should be restricted to significant dimensions only (for example it is rarely necessary to include data for phenyl rings). Average values may be given (with a range of e.s.d.s) for chemically equivalent groups or for similar bonds. Differences from expected norms should be noted.

Illustrations

All photographs, graphs and diagrams should be referred to as a 'Figure' and they should be numbered consecutively (1, 2, etc.). Multi-part figures ought to be labeled with lower case letters (a, b, etc.). Please insert keys and scale bars directly in the figures. Relatively small text and great variation in text sizes within figures should be avoided as figures are often reduced in size. Figures may be sized to fit approximately within the column(s) of the journal. Provide a detailed legend (without abbreviations) to each figure, refer to the figure in the text and note its approximate location in the margin. Please place the legends in the manuscript after the reference.

A conventional *line drawing* of the structure should normally be included except in the simplest cases and one *perspective diagram* (or *stereo pair*) if appropriate. Packing diagrams should not be included unless required to illustrate a specific chemical point. The *atom numbering scheme* should be clearly shown in one of the diagrams. Any differences from that required by standard rules of chemical nomenclature should be pointed out. Each atom of (the asymmetric unit should be assigned an arabic numeral in parentheses following the chemical symbol: C(2), O(1^{''}), etc.; it is often

convenient to associate a particular number of primes with a particular asymmetric unit. Alternatively, roman numeral superscripts can be employed: C(2^I)...C(2^{IV}).

Deposition of material at the Cambridge Crystallographic Data Centre

Prior to the submission of the manuscript, the author(s) should deposit the data corresponding to each structure to be reported in the intended publication. Data should be sent to the Cambridge Crystallographic Data Centre (CCDC) by e-mail (address: deposit@ccdc.cam.ac.uk) preferably in CIF format. A checklist of data items to be included in the deposition can be obtained from the CCDC Home Page on the Worldwide Web (<http://www.ccdc.cam.ac.uk/>) or by e-mail (to fileserv@ccdc.cam.ac.uk) with the one line message *sendme checklist*. When the paper has been accepted the Editorial Office will forward the supplementary data to the *Cambridge Crystallographic Data Centre* (CCDC) where it will be archived.

Tables

Each table should be numbered consecutively (1, 2, etc.). In tables, footnotes are preferable to long explanatory material in either the heading or body of the table. Such explanatory footnotes, identified by superscript letters, should be placed immediately below the table. Please provide a caption (without abbreviations) to each table, refer to the table in the text and note its approximate location in the margin. Finally, please place the tables after the figure legends in the manuscript.

PROOFS

Proofs will be sent to the corresponding author by e-mail (if no e-mail address is available or appears to be out of order, proofs will be sent by regular mail).

Your response, with or without corrections, should be sent within 72 hours. Please do not make any changes to the PDF file. Minor corrections (+/- 10) should be sent as an e-mail attachment to: proofscorrection@wkap.nl. Always quote the four-letter journal code and article number and the PIPS No. from your proof in the subject field of your e-mail. Extensive corrections must be clearly marked on a printout of the PDF file and should be sent by first-class mail (airmail overseas).

OFFPRINTS

25 offprints of each article will be provided free of charge. Additional offprints (both hard copies and PDF files) can be ordered by means of an offprint order form supplied with the proofs.

PAGE CHARGES AND COLOUR FIGURES

No page charges are levied on authors or their institutions except for colour pages. The author will be

contacted regarding costs and invoicing if the manuscript includes colour figures.

COPYRIGHT

Authors will be asked, upon acceptance of an article, to transfer copyright of the article to the Publisher. This will ensure the widest possible dissemination of information under copyright laws.

PERMISSIONS

It is the responsibility of the author to obtain written permission for a quotation from unpublished material, or for all quotations in excess of 250 words in one

extract or 500 words in total from any work still in copyright, and for the reprinting of figures, tables or poems from unpublished or copyrighted material.

ADDITIONAL INFORMATION

Additional information can be obtained from:

Publishing editor JIPH
Kluwer Academic Publishers
P.O. Box 17
3300 AA Dordrecht
The Netherlands
Phone: +31 78-6576155
Fax: +31 78 6576254