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A:Chemistry

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Guide for Authors

1. General

Please consult this Guide for Authors for further details on the requirements for submitting your paper to the *Journal of Photochemistry & Photobiology A: Chemistry*. The guidelines described in this document should be adhered to carefully, to ensure high-quality and rapid publication of your manuscript. All information for authors can be found on-line at the Journal's Author Gateway, http://authors.elsevier.com/journal/jphotochem

Journal of Photochemistry and Photobiology A: Chemistry (JPPA) Aims & Scope

See also http://www.elsevier.com/locate/jphotochem

JPPA publishes Notes, Short Communications and Full-length Articles on chemical phenomena induced by interactions between light and molecules/matter, of all kinds. Organic, inorganic, biological, macromolecular, supramolecular integrated systems; semiconductor and metallic systems are all included, and the widest range of photochemistry disciplines is covered.

The scope includes studies of a broad range of processes in photochemistry such as energy, electron and proton transfer; quantum yield determinations and measurements of rate constants for primary and secondary photochemical processes; studies on steady-state and time-resolved emission; absorption and scattering spectroscopy applied to photochemistry; mechanistic investigation of photochemical reaction; and identification of the products of photochemical reactions. Topical areas covered by the journal include fundamental studies of condensed phase, gas phase and atmospheric photochemistry, synchrotron radiation chemistry and spin effects on photochemical processes. Reports on emerging areas like: solar energy conversion, environmental remediation, and related photocatalytic reactions are also welcome. In addition investigations of molecules in intense laser fields such as reactive intermediates; nonlinear photochemical behaviour; and ultra-fast relaxation (femtosecond laser research applied to photochemistry) are published. Furthermore, reports of studies employing microscopy in spectroscopy and photochemistry; single-molecule photochemistry and spectroscopy; nano-scale photochemical phenomena and laser micro/nano-processing are welcome as long as

the work contributes not only to photochemical applications but also to a basic understanding of molecular characteristics. JPPA also welcomes manuscripts on time-resolved X-Ray diffraction for probing photoinduced structural changes in chemical and biological reactions. Papers relating to polymerization, photodegradation or photostabilization of polymers, chemical aspects of phototherapy and the design of photoreactors will also be considered.

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2. Submission

2.1. Online electronic submission to the journal prior to acceptance

Authors can upload their article as a LaTeX, Microsoft® (MS) Word[®], WordPerfect[®], PostScript or Adobe[®] Acrobat[®] PDF document via the 'Author Gateway' page of this journal (http://authors.elsevier.com/journal/jphotochem), where they will also find a detailed description on its use. The system generates an Adobe Acrobat PDF version of the article, which is used for the reviewing process. Apart from uploading separately, it is crucial that all graphical and tabular elements also be placed within the text, so that the file is suitable for reviewing. Authors, Reviewers and Editors send and receive all correspondence by e-mail and no paper correspondence is necessary. Please refer to specific instructions in the Guide to Online Submission, which is available on the Author Gateway.

Note: compuscripts submitted are converted into PDF for the review process but may need to be edited after acceptance to follow journal standards. For this an 'editable' file format is necessary. See the section on 'Electronic format requirements for accepted articles' and the further general instructions on how to prepare your article below.

2.2. Online electronic submission checklist

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One author designated as corresponding author:

	☐ E-mail address;
	☐ Full postal address;
	☐ Telephone and fax numbers;
	All necessary files (check that all uploaded);
	Keywords;
	All figure captions;
	All tables (including title, description, footnotes).
Furt	ther considerations:
	Manuscript has been 'spell checked';
	References are in the correct format for this journal;
	All references mentioned in the Reference list are cited
	in the text, and vice versa;
	Permission has been obtained for use of copyrighted
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Three copies of the manuscript, including one set of highquality original illustrations, suitable for direct reproduction, should be submitted. (Copies of the illustrations are acceptable for the other sets of manuscripts, as long as the quality permits refereeing.)

Authors should send an electronic version of their article on disk or by e-mail to one of the addresses given below. This electronic version may be used for the reviewing process. In this case Authors, Reviewers and Editors send and receive all correspondence by e-mail and no paper correspondence is necessary.

Send your manuscript to one of the Editors. All authors other than those in the USA, Canada or Asia should submit their material to the European Editor:

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Note: electronic articles submitted may need to be edited after acceptance to follow journal standards. For this an 'editable' file format is necessary. See the section on 'Electronic format requirements for accepted articles' and the further general instructions on how to prepare your article below.

Please submit, with the manuscript, the names and addresses of 3 or 4 potential referees.

2.4. Submission checklist, for non-online submission

It is hoped that this list will be useful during the final checking of an article prior to sending it to the journal's Guide for Authors III

editor for review. Please consult this Guide for Authors for further details of any item.

Ens	ure that the following items are present:
	One author designated as corresponding author:
	☐ E-mail address;
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	The electronic version and the hardcopy of the manu-
	script are identical;
	Disk has been labelled with;
	☐ Article details (first author, first words of title);
	\Box File name(s);
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	All text pages;
	Keywords;
	Original artwork (high-quality prints);
	All figure captions;
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Fur	ther considerations
	Manuscript has been 'spell checked'
	References are in the correct format for this journal
	All references mentioned in the Reference list are cited
	in the text, and vice versa
	Permission has been obtained for use of copyrighted
	material from other sources (including the Web)
	Colour figures are clearly marked as being intended for
	colour reproduction or to be reproduced in black-and-
	white

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3. Electronic format requirements for accepted articles

3.1. General points

We accept most word-processing formats, but Word, Word-Perfect or LaTeX is preferred. An electronic version of the text should be submitted together with the final hardcopy of the manuscript. The electronic version must match the hardcopy exactly. Always keep a backup copy of the electronic file for reference and safety. Label storage media with your name, journal title, and software used. Save your files using the default extension of the program used. No changes to the accepted version are permissible without the explicit approval of the Editor. Electronic files can be stored on $3\frac{1}{2}$ inch diskette, ZIP-disk or CD (either MS-DOS or Macintosh).

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It is important that the file be saved in the native format of the word processor used. The text should be in singlecolumn format. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. In particular, do not use the word processor's options to justify text or to hyphenate words. However, do use bold face, italics, subscripts, superscripts etc. Do not embed 'graphically designed' equations or tables, but prepare these using the word processor's facility. When preparing tables, if you are using a table grid, use only one grid for each individual table and not a grid for each row. If no grid is used, use tabs, not spaces, to align columns. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Author Gateway's Quick guide: http://authors.elsevier.com). Do not import the figures into the text file but, instead, indicate their approximate locations directly in the electronic text and on the manuscript. See also the section on Preparation of electronic illustrations.

To avoid unnecessary errors you are strongly advised to use the 'spell checker' function of your word processor.

3.3. LaTeX documents

If the LaTeX file is suitable, proofs will be produced without re-keying the text. The article should preferably be written using Elsevier's document class 'elsart', or alternatively the standard document class 'article'.

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Although Elsevier can process most word processor file formats, should your electronic file prove to be unusable, the article will be typeset from the hardcopy printout.

4. Presentation of text

4.1. Presentation of manuscript

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 abstract should state briefly the purpose of the research,
 the principal results and major conclusions. An abstract
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 or uncommon abbreviations should be avoided, but if
 essential they must be defined at their first mention in the
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- Keywords. Immediately after the abstract, provide a maximum of 5 keywords, avoiding general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations

- firmly established in the field may be eligible. These keywords will be used for indexing purposes.
- Abbreviations. Define abbreviations that are not standard
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 abstract but also in the main text after it. Ensure consistency of abbreviations throughout the article.

N.B. *Acknowledgements*. Collate acknowledgements in a separate section at the end of the article and do **not**, therefore, include them on the title page, as a footnote to the title or otherwise.

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Subdivision of the article: Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text.' Any subsection may be given a brief heading. Each heading should appear on its own separate line.

- *Introduction*. State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results.
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- Acknowledgements. Place acknowledgements, including information on grants received, before the references, in a separate section, and not as a footnote on the title page.
- Figure legends, tables, figures, schemes. Present these, in this order, at the end of the article. They are described

Guide for Authors V

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• Text graphics. Present incidental graphics not suitable for mention as figures, plates or schemes at the end of the article and number them 'Graphic 1', etc. Their precise position in the text can then be defined similarly (both on the manuscript and in the file). See further under the section, Preparation of illustrations. If you are working with LaTeX and have such features embedded in the text, these can be left, but such embedding should not be done specifically for publishing purposes. Further, high-resolution graphics files must be provided separately (see Preparation of illustrations).

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Mathematical formulae. Present simple formulae in the line of normal text where possible. In principle, variables are to be presented in italics. Use the solidus (/) instead of a horizontal line,

e.g.,
$$X_{\rm p}/Y_{\rm m}$$
 rather than $\frac{X_{\rm p}}{Y_{\rm m}}$

Powers of e are often more conveniently denoted by exp. Number consecutively any equations that have to be displayed separate from the text (if referred to explicitly in the text).

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Text:

Indicate references by number(s) in square brackets in line with the text. The actual authors can be referred to, but the reference number(s) must always be given.

Example: "... as demonstrated [3,6]. Barnaby and Jones [8] obtained a different result ..."

List:

Number the references (numbers in square brackets) in the list in the order in which they appear in the text. *Examples:*

Reference to a journal publication:

[1] J. van der Geer, J.A.J. Hanraads, R.A. Lupton, J. Sci. Commun. 163 (2000) 51–59.

Reference to a book:

[2] W. Strunk Jr., E.B. White, The Elements of Style, third ed., Macmillan, New York, 1979.

Reference to a chapter in an edited book:

[3] G.R. Mettam, L.B. Adams, in: B.S. Jones, R.Z. Smith (Eds.), Introduction to the Electronic Age, E-Publishing, Inc. New York, 1994, pp. 281–304.

Journal names should be abbreviated according to CAS (Chemical Abstracts Service): http://www.cas.org/

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Illustrations can be prepared in black & white, greyscale or colour. Only use colour if it is necessary to convey a scientific message; otherwise it should be avoided. Colour artwork will be published without cost to the authors subject to the discretion of the Editor, and provided the artwork is of sufficient quality. Your colour artwork is published on ScienceDirect at no additional cost—regardless of whether the artwork appears in colour or black & white in print. Further information can be found at http://authors.elsevier. com/artwork See also section *Colour Illustrations* below.

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A detailed guide on electronic artwork is available on our website: http://authors.elsevier.com/artwork. You are urged to visit this site; some excerpts from the detailed information are given here.

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TIFF: Colour or greyscale photographs

(halftones): always use a minimum of 300 dpi. For colour images always

use CMYK.

TIFF: Bitmapped line drawings: use a mini-

mum of 1000 dpi.

TIFF: Combinations bitmapped line/half-

tone (colour or greyscale): a mini-

mum of 500 dpi is required.

DOC, XLS or PPT: If your electronic artwork is created

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Please do not:

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- Supply files that are optimised for screen use (like GIF, BMP, PICT, WPG); the resolution is too low;
- Supply files that are too low in resolution;
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Provide all illustrations as high-quality printouts, suitable for reproduction (which may include reduction) without retouching. Number illustrations consecutively in the order in which they are referred to in the text. They should accompany the manuscript, but should not be included within the text. Clearly mark all illustrations on the back (or—in case of line drawings—on the lower front side) with the figure number and the author's name and, in cases of ambiguity, the correct orientation.

Mark the appropriate position of a figure in the article.

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Ensure that each illustration has a caption. Supply captions on a separate sheet, not attached to the figure. A caption Guide for Authors VII

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