CAMBRIDGE Instructions for Contributors

Biofilms-new

Editorial Policy

Biofilms publishes original research papers and review articles on all aspects of biofilm research.

The fields covered include:

- Structure, formation, growth and physiology of biofilms
- Gene expression and gene transfer in biofilms
- Human diseases involving biofilms
- Biofilm-associated diseases in other animals
- Biofouling
- Biofilms in the food, oil and pharmaceutical industries
- Biofilms associated with corrosion, waste treatment and water treatment
- Biofilms associated with the distribution of water, oil and other liquids
- Biofilms in soil, water and marine environments

Types of Contributions

Biofilms invites contributions as:

- Original research papers
 - Review articles on current topics of interest
- Reviews of books and internet sites
- Notices of forthcoming conferences
- Letters to the Editor on topics likely to be of interest to biofilm researchers

There are no page charges or length restrictions for contributions.

All papers are submitted to peer-review.

Submission of Papers to the Editor-in Chief

For instructions on how to prepare the manuscript and additional points for after acceptance, see Presentation of Manuscripts and Electronic Submission, below.

Authors are requested to submit their paper electronically by email as an attached pdf file (portable document file) or PC-compatible Word files to the Editor-in-Chief at biofilms@cambridge.org.

Initially, all figures should be embedded as objects in the Word file; high-resolution (eps or tif) files will be requested after acceptance (see details below). Please bear in mind that, as large files may not transmit successfully, it may be necessary to divide them and send in more than one email.

Whilst submission of electronic files will speed up the handling process, authors unable to submit their manuscript electronically in the specified format are advised to contact the Editor-in-Chief directly at biofilms@cambridge.org or in writing to:

Professor Michael Wilson, Editor-in-Chief *Biofilms*, Department of Microbiology, Eastman Dental Institute, University College London, 256 Grays Inn Road, London WC1X 8LD, UK

Authors are reminded that they should retain a copy of anything submitted for publication, since neither the Journal nor the publisher can accept liability for any loss.

Refereeing All manuscripts are subject to independent peer-review. Authors are encouraged to suggest the names of up to three referees for their paper; however, the Editor-in-Chief reserves the right to select referees other than, or in addition to, those suggested.

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Presentation of Manuscripts

<u>General</u> Manuscripts, including the reference section, should be typed double-spaced with a wide margin all round. All pages should be numbered consecutively. Papers should be written in English. Either American or English conventions of spelling and grammar are acceptable as long as they are used consistently throughout, except for quotations and references, which should be verbatim. Text should be provided electronically as Word files; figures as indicated below. Where a hardcopy is required, this must be printed on one side of the paper only.

Manuscript length There are no length restrictions on contributions.

Abstract An abstract (not more than 300 words) describing the main aims, results and conclusions of the work must be supplied.

<u>Keywords</u> Authors are asked to supply 5-8 keywords.

Running headline A short title, not exceeding 50 characters (including spaces and punctuation), should be provided for the running headlines.

<u>Text</u> The typescript should follow the conventional form (Title, Authors, Affiliations, Running headline, Keywords, Abstract, Main text – comprising Introduction, Materials and Methods, Results, Discussion, Acknowledgements, and References) and must include a title page giving the following information:

- A concise but informative title
- Initial(s) and name(s) of the authors(s)
- Full institutional addresses for all the authors (change of address may be given as a footnote)
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<u>Units and Symbols</u> The metric system must be used and SI units where appropriate. If quoting other units is considered necessary these should be added in parentheses. Unfamiliar abbreviations should be defined when first used. All variables should be italic. Mathematical operators (e.g. d, i) should be roman.

<u>Drug names</u> Follow the Recommended International Non-proprietary Drug Names.

References In the text, citation should be made using the Harvard system (author, year of publication). For two authors use "&" and not "and". For three or more authors use the first author followed by et al. Text citations should be in chronological order.

The full set of references should be grouped at the end of the paper in alphabetical order except for references that have the same initial author and 2 or more co-authors. These should be given chronologically. Authors are responsible for the accuracy of their references both within the text and in the listing.

Books should be cited as:

Wolfaardt, G. M., Korber, D. R., Karthikeyan, S. & Caldwell, D. E. (2000) Biodegradation by biofilm communities. In *Community Structure and Co-operation in Biofilms, Society for General Microbiology Symposium* **59**, pp. 279–294. Edited by D. G. Allison, P. Gilbert, H. M. Lappin-Scott & M. Wilson. Cambridge: Cambridge University Press

Papers should be cited as:

Solano, C., Garcia, B., Valle, J., Berasain, C., Ghigo, J. M., Gamazo, C. & Lasa, I. (2002) Genetic analysis of *Salmonella enteritidis* biofilm formation: critical role of cellulose. *Molecular Microbiology* **43**, 793–808

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<u>Figures</u> These may be line drawings or photographs and should be referred to consecutively in the text as Fig.1, etc. Component parts of figures should be labelled (a), (b), etc. *Line drawings*: Captions for figures should be provided on a separate page. If figures are not to be submitted electronically, good-quality printouts on white paper in black ink are required. All lettering, shading, points on graphs and line thicknesses should be sufficiently large and bold to be legible when the diagram has been reduced to a size suitable for the journal. Especially ensure that histogram shading is simple and clear. Avoid using large black areas. *Photographs*: Even when electronic files are provided, hard copy for original photographs must be supplied in the style in which they are to be reproduced (i.e. colour or black-and-white).

<u>Colour</u> Colour illustrations will be allowed when necessary, for example when confocal laser scanning microscopy has been used. Colour printing charges to authors will be waived for those papers published in Volume 1 (Issues 1–4) of the Journal (subject to confirmation by the Editor-in-Chief of the genuine requirement for the figures to be reproduced in colour).

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Submission of Accepted Papers to Press

Electronic Publication

Accepted papers will be published electronically at http://journals.cambridge.org. The electronic version may include features not found in the printed version, such as tabular matter, video clips and larger colour images.

Electronic Submission

<u>Preparation of electronic manuscripts</u> Text files should be prepared in *PC-compatible Word*. PC files should be named AB author surname.doc, with 8 characters only before the .doc. Files can be emailed to the Editor-in-Chief at biofilms@cambridge.org.

<u>Preparation of electronic tables and figures</u> Unless tables are typed with tabs and without the use of the space bar the typesetter will reset these. Figure artwork should be submitted as eps or tiff files (with the same naming convention as above – Abauthorsurname1.eps where the number is the figure number). jpegs and gif files will give a poorer printed result. For best results the originals should be scanned at 300 dpi for halftones and 1200 dpi for line artwork. Fine tints should be avoided as these close up in the reduction of the artwork. All artwork files, including colour, can be emailed in the format above to the Editor-in-Chief. The Publisher cannot accept files in authors' own graphics programmes unless done as Word files. For very large files submit a website address where the image can be found in high resolution as a tiff image.

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