

Notes for Authors

Special issue on *Polyoxometalates* (Guest editors:
José Ramón Galán-Mascarós and Ulrich Kortz)

1. Submission

Authors should submit their paper *via the web* at <http://journals.iucr.org/c/services/specialissues.html>. Papers are expected to be submitted by **17 May 2018**.

2. Manuscript preparation

2.1. File formats

Articles can be prepared in CIF format or WORD format.

CIF submissions should be prepared using the free editor *publCIF* available at <http://publCIF.iucr.org> and validated, together with the associated structure factors, using the *checkCIF* service at <http://journals.iucr.org/services/cif/checking/checkfull.html>. A preview of the information in the results file may be generated using the *printCIF* service at <http://journals.iucr.org/services/cif/print-cif.html> or by *publCIF*.

Authors submitting in WORD format should use the templates available from <http://journals.iucr.org/c/services/author-services.html> where full instructions are given.

Figures should be prepared in PostScript, encapsulated PostScript or TIFF formats. The resolution of bitmap graphics should be a minimum of 600 d.p.i.

Details of the files needed for submission can be found at <http://journals.iucr.org/c/services/submitinstructions.html>.

2.2. General

Contributions should generally be between four and eight pages in journal article format. This equates to approximately 3500–7000 words including figures and tables (a standard figure equates to 250 words).

2.3. Title and authors

The title should be short and informative. The contact author should provide an e-mail address and a fax number. The e-mail address will be used for editorial communications and despatch of electronic proofs and reprints.

2.4. Abstract and synopsis

All contributions must be preceded by an *Abstract* in English. The *Abstract* should be no more than 200 words and it should make no reference to tables, diagrams or formulae contained in the body of the paper. Literature references in the *Abstract* are discouraged but if a reference is unavoidable it should be sufficiently full within the *Abstract* for unambiguous identification, e.g. [Jones (2001). *Acta Cryst.* D57, 1–10].

Authors should supply synopsis of no more than two sentences for inclusion in the contents listing of the journal.

2.5. Units

The International System of Units (SI) is used except that the ångström (symbol Å, defined as 10^{-10} m) is generally preferred to the nanometre (nm) or picometre (pm) as the appropriate unit of length. Recommended prefixes of decimal multiples should be used rather than ‘ $\times 10^n$ ’.

2.6. Figures

Figures should be prepared using one of the file formats listed in §2.1.

2.7. Tables

For WORD submissions, experimental details and geometry tables should be produced using the Table Tools option in the WORD template.

2.8. Multimedia

Multimedia additions to a paper are welcomed and will be made available *via* the journal web site at <http://journals.iucr.org/c/>.

2.9. References

References to published work must be indicated by giving the authors' names followed immediately by the year of publication, e.g. Neder & Schulz (1998) or (Neder & Schulz, 1998). Where there are three or more authors the reference in the text should be indicated in the form Smith *et al.* (1998) or (Smith *et al.*, 1998) *etc.* All authors should be included in a full list at the end of

the paper. This list should be arranged alphabetically and conform with the following style:

Andrews, M. D., Wright, H. E. & Clarke, S. A. (2013). In preparation.

Brünger, A. T. (1992). *X-PLOR. Version 3.1. A System for X-ray Crystallography and NMR*. Yale University, Connecticut, USA.

Collaborative Computational Project, Number 4 (1994). *Acta Cryst.* D50, 760–763.

Crowther, R. A. (1972). *The Molecular Replacement Method*, edited by M. G. Rossmann, pp. 173–178. New York: Gordon and Breach.

International Union of Crystallography (2001). *(IUCr) Structure Reports Online*, <http://journals.iucr.org/e/journalhomepage.html>.

Note that **inclusive** page numbers must be given.

3. Crystallography Journals Online

All IUCr journals are available on the web *via Crystallography Journals Online*. Full details of author services can be found at <http://journals.iucr.org/c/services/author-services.html>. Articles will be published online as soon as they are ready.

3.1. Reprints

After publication the correspondence author will be able to download the electronic reprint of the published article, free of charge. Authors will also be able to order printed reprints at the proof stage.

4. Contact information

Papers accepted for publication will be technically edited at the IUCr Editorial Office in Chester. Contact details for this office are as follows:

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