

Instructions to Authors

1. Submission. Manuscripts for the *Topics in Tissue Engineering, Volume 2* book should be submitted to Ms. Mari Keijola, Tehtaankatu 7 C 19, 00140 Helsinki, Finland.

Manuscripts should be accompanied with a **cover letter** should indicate the address and telephone number of the corresponding author. A **statement** on permitting publication of the materials submitted in the book, signed by the author, is required to be included in cover letter with each manuscript submission.

2. Scope. Articles on the subject or related to the scope of the book are welcomed from all scientists. Types of articles submitted for publication may include:

Original Research Reports: Full-length papers consisting of complete and detailed descriptions of a research problem, the experimental approach, the findings, and appropriate discussion.

Clinical Device-Related Articles: Full-length papers addressing such issues as material processing, device construction, regulatory matters, clinical trials, and device retrieval.

Reviews: Scholarly and critical topic-oriented reviews that present a state-of-the-art view.

It is the author's responsibility to obtain written permission to **reproduce** material that has appeared in another publication. A copy of the agreement, executed and signed by the author, is required with each manuscript submission.

3. Organization and Style: Manuscripts (in English) must be typed double-spaced, with one-inch (2.5 cm) margins, on one side of the paper only.

Manuscripts should appear in the following order: title page, abstract, keywords, introduction, main text, acknowledgments, references, legends for tables and figures. The main text of original research and short reports should also contain materials and methods, results, and discussion. The paper should be subdivided into these main sections and, if necessary, subsections.

Manuscripts including references (but not figures or tables) should be no longer than 40 pages.

Number pages consecutively starting with the title page as page 1. **Abbreviations** must conform to those listed in Council of Biology Editors' CBE Style Manual, 5th Edition.

When mentioning a **material**, chemical reagent, instrument or other product, use the generic name only. Identification (proprietary name, manufacturer's name and address) is also required.

a. Title Page: List the full title of the paper and each author's full name (first name, middle initial(s), surname), department, institution, city, and country. Indicate the name and address of the author to whom correspondence should be addressed. **Running Heads:** Supply a short title of no more than 65 characters. Running head should appear on every page of the manuscript.

b. A short **abstract** (200-250 words or less) is required for all papers. Structured abstract that contains the subheadings: background, aims, material and methods, results and conclusions, is preferred. This abstract should be carefully prepared. The synopsis should be a summary of the entire paper, not the conclusions alone, and should precede the main body of the paper.

c. The author(s) can use a list of five **keywords** or phrases which most clearly typify the outstanding points made in the manuscript.

d. All **references** should be numbered consecutively in order of appearance and should be as complete as possible. **Please mention the names of all the authors. When cited in the text,**

references should be presented in brackets. Material accepted for publication but not yet published may be listed in the References, but unpublished observations, personal communications, and material submitted for publication but not yet accepted should be cited parenthetically within the text (and not included among the numbered references). Style references entries using the *Council of Biology Editors Style Manual*, 5th Edition formats:

For journal articles: Alexander A, Green WS. Total hip replacements: A second look. *J Soc Biomater* 1989; 45:345–366.

For books/chapters: Ricci JL, Guichet J-M. Total hip replacement: A third look. Cindra AB, Franklin DE, editors. *State of the art orthopaedics*, vol 3, Hips. New York: Wiley; 1988:56–59.

For conference abstracts: Davidson GRH. Total hip replacement: A fifth look. *Proceedings of the 5th International Conference on zzz*, New York, USA, April 5-6, 1987; 22-341–345.

Please note that journal title abbreviations should conform to the practices of *Chemical Abstracts*.

4. Please mark **illustrations** and photographs with name(s) and affiliations(s) of author(s). On the back of each illustration, indicate its figure number ("Figure 1," "Figure 2," etc.), and orientation with an arrow pointed to the top.

One complete set of original illustrations and drawings is required, submitted in a form suitable for reproduction. Submit original glossy prints for photographs. No limit on size. If in doubt about artwork preparation, please consult us. Colour figures are also acceptable especially if they are of critical importance and that significantly enhance the presentation. Authors are encouraged to submit colour illustrations that highlight the text and convey essential scientific information. It is the author's responsibility to obtain written permission to reproduce materials which have appeared in another publication.

Please supply complete **captions** for all figures. Captions are to appear on a separate sheet at the end of the manuscript.

Please provide the image files in JPG format, maximum quality.

5. Tables: Tables must be typed on separate sheets. Number tables consecutively, starting with Table 1, and include a title for each. Tables columns should have an explanatory heading.

6. When **animals** are used in the research reported, the authors must state that approval of the study was obtained and the guidelines, regulations for the care and use of laboratory animals have been observed.

In studies involving **human** subjects, the authors must include; "all subjects enrolled in this research have responded to an Informed Consent which has been approved by my Ethics Committee on Human Research and that this protocol has been found acceptable by them."

7. Disk Submission The Editor strongly encourages authors to deliver their manuscripts (text, tables, and, if possible, illustrations) on disk. Given the near-universal use of computer word-processing for manuscript preparation, we anticipate that providing a disk will be convenient for you, and it carries the added advantages of maintaining the integrity of your keystrokes and expediting typesetting. Please submit labeled disk(s).

Storage medium. 3-1/2" high-density disk in IBM MS-DOS, Windows. CD are also acceptable.

Software and format. For text, please use Microsoft Word. Refrain from complex formatting; the Publisher will style your manuscript according to the Book design specifications. Do not use desktop publishing software such as Aldus PageMaker or Quark XPress.

File names. Submit the text and tables, figures of each manuscript as a single or multiple files. Name each file with your last name.

Labels. Label all disks with your name, the file-name(s), and programmes used.