



Guidelines for authors

November 2018

Neuroforum publishes **review articles** from all areas in neurosciences. Readership includes besides basic and medical neuroscientists also journalists, practicing physicians, school teachers and students. Therefore the contributions should be **easy to understand** and **written in a clear and concise language**; manuscripts which address experts only should be submitted to more specialized journals.

The journal is published online and in print in English language. In addition to the review articles, Neuroforum provides short reports on new methods and developments in neuroscience, on research institutes, research groups and research programs, commentaries und discussions, obituaries, book reviews and the news of the German Neuroscience Society in German or English.

Submission of a manuscript to Neuroforum implies that it has not been published before and is not under consideration for publication elsewhere. It is the corresponding author's responsibility to ensure that all authors approve the manuscript's submission for publication. Once the manuscript is accepted, it may not be published elsewhere without the consent of the copyright holder(s).

Manuscripts should be regarded as final texts as no changes are possible at the proof state other than correction of printer's errors, and may be submitted online at the following URL:

<https://mc.manuscriptcentral.com/neuroforum>

Types of article / Length / Sections

Review articles should provide a comprehensive summary of the state-of-the-art research. The review should not only reflect the work of the research group but give a comprehensive overview on the topic, including historical perspectives. The article can be organized according to the requirements of the research topic. **The length should not exceed 4-5 pages, including tables, figures and references list.** For your information: one page in the print version has **approx. 5,200 characters including spaces**. Informative figures, diagrams, tables and color schemes are appreciated and should be included ad libitum.

Review articles describing new methods should not exceed two printed pages.

The length of all other contributions should be discussed with the editorial office. **Book reviews** should be limited to one page in the print version (approx. 5,200 characters including spaces).

Sections of a review article:

- **Title** (max. 10 words), regular use of capitals, informative and catchy
- **Authors** with full first and middle names und listed in the same order as they should appear in the publication
- **Summary / abstract** (max. 1.000 characters including spaces). Please provide the Summary in English and in German.
- Max. **5 keywords**; Keywords should not be part of the title and should be listed in alphabetical order and separated by semicolons.
- **Introduction and objectives**
- **Body with subsections:**
 - o **Subtitles**
 - o **Excursions** on historical facts if applicable, explanations on scientific terminologies, methods, biographical facts or even anecdotes are welcome. Excursions should have an own title.
 - o A **glossary** for the definitions of technical terms is welcome as well (to be placed between main text and references list). Please avoid excessive use of abbreviations in the text.
 - o **Address(es) of the corresponding author(s)** including phone number, email address and URL, and ORCID number, if available
 - o **Short CV** of the authors with **picture(s)** of the author(s)
 - o **Figure legends:** These should be provided on separate, numbered manuscript pages. Figures and Legends legends must be numbered consecutively. All symbols and abbreviations used in the figures must be explained. Figure legends must be self-explanatory and informative without information obtained from the text part.
 - o **Tables** should be typed on separate pages and be numbered consecutively using Arabic numerals. A short descriptive title, column headings, and (if necessary) footnotes should make each table self-explanatory. Please indicate in the manuscript the approximate position of each table.

Illustrations

Electronic files containing illustrations should be provided in a generic graphics format (tif or jpg preferred; use PowerPoint or eps files only if no other format is available). The color code must be CMYK. For reproduction, high-resolution images are required: approx. **300 dpi for figures without text labelling, and 600 dpi or better for figures with text embedded**. All figures will be reduced in size to fit the width of a single column (83 mm width) or a double column (170 mm width). Lettering in all figures within the article should be uniform in style (preferably a sans serif typeface) and of sufficient size (so that the final height will be approximately 2 mm). Upper-case letters A, B, C etc. should be used to identify individual parts of multipart figures. All figures must be cited in the text in numerical order. Reference to figures is to be made as Figure 1 etc. in the text and captions.

- **Color figures:** Authors are encouraged to submit illustrations in color. Publication of color figures is provided free of charge both in online and print editions.
- **Line drawings:** These should also be provided as high resolution files. No additional artwork, redrawing or typesetting will be done by the publisher.

The author is responsible for providing the copyright agreements for any figures and table (also his own) which were already published in other journals or books or any other media. Copyright clearance and re-use permissions must be arranged by authors by the time of acceptance for publication. In case the copyright is owned by another publisher or author this must be acknowledged.

The position of figures, tables or excusions must be indicated in the text between two paragraphs with an empty line before and after: ((Figure 1)) or ((Table 1))

Acknowledgments should be placed at the end of the text.

References:

References should be prepared according to “*Biological Chemistry*”. Endnote User can get the style template from the editorial office. Some commercial literacy programs do not include Biol Chem style; in these cases, the authors can use the format of the journal "Cell", which is very similar to that of Biol Chem.

Within the text references should be cited by the first author, and, for citations with more than two authors, followed by et al., and publication year, all in brackets: (Busch et al., 2015). At the end of the text body citations should be listed in **alphabetical order**.

Journal names should be given by employing commonly used abbreviations. Online resources for identifying journal name abbreviations are the CAS Source Tool (<http://cassi.cas.org/search.jsp>) and the List of Title Word Abbreviations of the ISSN International Center (<http://www.issn.org/services/online-services/access-to-the-ltwa/>). The volume number of a journal should be given in italics.

Citations should be in accordance with the following examples and in alphabetical order:

Gerfen, C.R. and Bolam, J.P. (2010). The Neuroanatomical Organization of the Basal Ganglia. Handbook of Basal Ganglia Structure and Function. H. Steiner and K. Y. Tseng, eds. (Elsevier/Academic Press), pp. 3-28.

Hogan, B., Costantini, F., and Lacy, E. (1986). Manipulating the Mouse Embryo: A Laboratory Manual (Cold Spring Harbor, NY, USA: Cold Spring Harbor Laboratory Press).

Korth, C. (2009). DISCopathies: Brain disorders related to DISC1 dysfunction. Rev. Neurosci. 20, 321-330.

Please limit your references to a maximum of 60 publications .

Comprehensibility

The text should be easy to understand also by non- specialists. Therefore please avoid technical terms and laboratory jargon as much as possible. If technical terms cannot be avoided please give an explanation when the term is used for the first time or add a **glossary** (position between main text and references list). Use short sentences and avoid a complex syntax.

Abbreviations and acronyms should be defined parenthetically within the text upon first appearance. Please avoid excessive use of abbreviations in the text. If many abbreviations are necessary, a separate list of abbreviations is helpful. Common abbreviations such as “e.g.” should be avoided and written in words (“for example”); this applies also to “figures” (not Fig.) and “tables” (not Tab.).

Italic Script. The following terms should be italicized:

- Words from other languages (e.g. *in vivo*, *a priori*)
- Names of genes or species in latin (e.g. *Drosophila*)
- Journal names or Book titles (Charles Darwin’s *On the Origin of Species*)

Measures/units. Please refer to the international System for Units (SI = *Système International d’Unités*).

Numbers up to twelve should be written as words in the text part, unless they indicate measures.

Supplementary Material: the publication of supplementary material (figures, tables, videos etc.) in the online edition is possible. The files should be uploaded during online submission of the manuscript with the file designation “Supplementary Material”. An appropriate reference to the supplement should be inserted in the main article.

All scientific contributions will be seen by two referees.

Submission of the article in ScholarOne

The corresponding author will receive an invitation to submit the manuscript by email to <https://mc.manuscriptcentral.com/neuroforum> . **The manuscript must be submitted in English with an English and German abstract** (abstract, keywords, main text, author's biography, author's picture, figures, tables and a Zip archive). The Zip archive (= **Source Code**) must contain in addition the editable original files of all figures. A maximum of 10 files can be submitted per page. After submitting 10 files these must be uploaded, before the authors can continue on the next page with uploading more files. For submitting your manuscript please click on "Submit" at the end of Step 6 "Review and Submit".

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