

Instructions to Authors

Editorial Policies

Analytical Sciences, the international journal of The Japan Society for Analytical Chemistry, publishes the results of original scientific research in the general fields of analytical sciences.

The following categories of papers are open to submission: "Original Papers" present original work in full detail. They may contribute to any phase(s) of analytical chemical sciences, including sampling processes, separation and concentration, measurements, instrumentation, data processing and theoretical treatments.

"Rapid Communications" are reports of unusual urgency, significance, and interest in all areas of analytical chemical science. They call for the presentation of research results which deserve rapid publication owing to priority or urged demands from scientific or social communities. Electronic submission of the manuscript for this category is recommended for faster publication (see (5) in "Submission of Manuscripts").

"Notes" should include novel and valuable information which is significant to relatively specialized fields.

"Advancements in Instrumentation" report briefly on progresses in instrumentation. "X-ray Structure Analysis Online" that appears only in the JSAC website presents unpublished X-ray structure data of all classes of compounds. See also Submission Guide to X-ray Structure Analysis Online at the website.

"Reviews" present a general survey of an outstanding subject in analytical sciences.

Submission of Manuscripts

(1) Papers are published in English. Authors are requested to write as concisely as is consistent with clarity, and to avoid unnecessary detail. Each article should be a separate entity. Authors should study these instructions and examine recent issues of *Analytical Sciences* in order to become familiar with the style and requirements of the journal.

(2) "Original Papers" should be 6 printed pages or less in length, including figures and tables. "Rapid Communications", "Notes", "Advancements in Instrumentation" and "X-ray Structure Analysis Online" should be 2 pages or less. "Reviews" should be 4 – 6 pages for "Mini Reviews", 6 – 8 pages for "Standard Reviews" and even longer for "Intensive Reviews". Authors intending to offer reviews are advised to first contact the Editor.

(3) Manuscripts should be printed on white bond paper (A4 or US letter size) within about 25 lines of 60 strokes per line (double-spaced); only one side of each page should be used. Five pages of the thus-made manuscript are estimated to be one page of actual printing.

(4) The original manuscript, together with two copies and a cover letter, should be submitted to:

The Editor of Analytical Sciences
The Japan Society for Analytical Chemistry
26-2, Nishigotanda 1-chome, Shinagawa-ku
Tokyo 141-0031, Japan

Upon submission for "Rapid Communications", include the reason(s) for urgent publication on a separate sheet and a floppy disk containing the text of the manuscript. The disk must include the plain text file (ASCII format) converted from the original file for particular application.

(5) The original manuscript may also be submitted *via* the Internet if the manuscript, including tables, figures, and pictures, is presented as a pdf file ("Acrobat" software is required). The mailing address is: analytsci@jsac.or.jp.

The appearance of the pdf file should be in either the camera-ready format for publication or in the traditional double-spaced,

typed A4 format. Electronic submission accelerates the reviewing process and may result in faster publication.

(6) The author responsible for proofs and correspondence should be identified on the manuscript.

(7) Papers submitted to *Analytical Sciences* are considered with the understanding that they have not been previously published and are not under consideration elsewhere.

Manuscripts are judged on the basis of significance, originality, appropriateness of subject matter and clarity of presentation. The decision regarding acceptance or rejection of a manuscript is the responsibility of the Editor.

Notes on Preparing Manuscripts

When a manuscript has been accepted for publication after review procedures, the authors are requested to submit, together with a hard copy, a floppy disk containing the final text (figures, tables and equations can be saved separately). The authors are asked to keep this in mind throughout the preparation and review stages of the manuscript.

American spelling and usage according to Webster's Third New International Dictionary are standard in *Analytical Sciences*.

Begin the abstract, text, references, table and figure captions on separate sheets. Subsections within the main text do not require new sheets.

(1) Title

Titles should be as brief and informative as possible. Use one complete title rather than a title and subtitle. Avoid abbreviations in the title, but some abbreviations that are common in analytical chemistry field, like FIA, HPLC, ICP, IR, NMR, *etc.*, may be permitted without identification, at the discretion of the editor.

(2) Authorship

Both given names and surnames should be spelled out. Middle names may be given with initials only. Give the complete address of the place where the work was done. The mailing address should also be given if it is different from the work place. The E-mail address for the corresponding author who is responsible for submission of the manuscript should be noted. Any change in the mailing address, including E-mail, must be reported to the Editor before publication. Use a separate page for the title and authorship.

(3) Abstract

For "Original Papers" and "Reviews" give an abstract of about 150 words describing what was done and what was concluded; if possible, it should include important numbers (*e.g.* temperature range, chemical composition, *etc.*). For other sections, *i.e.*, "Rapid Communications", "Notes", "Advancements in Instrumentation", and "X-ray Structure Analysis Online" give an abstract of about 80 words.

Literature citations should not appear in the abstract.

The abstract should be suitable for direct publication in current awareness publications or information retrieval systems.

(4) Text

Use of headings

Heads. When set in type, an article is easier to read if it is divided into major headings. These first-order heads should show the basic organization of the paper and might be, for example; Introduction; Experimental; Results and Discussion; Conclusion; Acknowledgement; References. These heads should be printed flush left on the line. Only the first letter of the word need be capitalized.

Subheads. A major section of a paper may be divided into subheads. Thus, under the first-order head Experimental, for instance, there might be subheads: Reagents and chemicals; Apparatus; Procedure; and so on. These heads (*italics*) should be printed flush left on the line. Do not use numbers, symbols

or abbreviated words at the beginning of a sentence. Place a zero before the decimal point in writing numbers with no integer, *i.e.*, 0.25, and .25.

“Rapid Communications” do not require any headings or subheads.

Ionic charge is indicated by a superscript plus or minus sign following the symbol of the ion: for multiple charges an Arabic superscript numeral precedes the plus or minus sign, *e.g.* Na⁺, Cl⁻, Cu²⁺, S²⁻.

The SI (le Systéme International d’Unités) system of units should be used.

Precision of measurement may be indicated as 1.781±0.002, if 0.002 represents a subjective estimate of the measurement error. Numbers, Greek letters, superscripts and subscripts are not italicized. Symbols which may be difficult to interpret should be explained in marginal pencil notes.

Reactions and equations are numbered sequentially together using a number in parentheses at the right margin and referred to as “reaction (8)” or “Eq.(5)”.

(5) Tables and Figures

Place each table on a separate sheet of white paper.

Number the tables consecutively with Arabic numerals. About 3 mm below the title for the table draw a horizontal line. Immediately below the line, place the individual column headings. Draw another single horizontal line to separate the column heads from the data which follow below them.

The material in the body of the table is single-spaced or, if the presence of subscripts or superscripts prevents this, it may be double-spaced. Below this line of the table, include (single-spaced) all footnotes and general references.

Figures should be drafted with large lettering and heavy lines that will be legible when printed.

Lines less than 0.5 mm wide or those that are not sufficiently black, may be lost in reproduction. Shading reproduces badly; use stippling or cross-hatching. Numbers and letters on figures should be drafted at a sufficiently large size so that reasonable reduction leaves them at least 2 mm in height. The originals and all copies of figures must not exceed 15×25 cm.

Photocopies are acceptable if they can be clearly reproduced.

Color prints would be accepted for reproduction at the expense of the authors.

All captions for figures, including general legends for any group figures, should be double-spaced printed in paragraph form on a separate sheet, numbered consecutively with Arabic numerals.

(6) References

The list of references must be double-spaced. Only references mentioned in the text (or tables or figures) should be listed. The author must check all parts of a reference listing against the original.

All authors should be listed using their initials and last names.

Use the internationally accepted abbreviations for the journal names (preferably those used in Chemical Abstracts). References to books should include the relevant pages.

A report may be cited, and may be included in the list of references, if it is generally available.

Reference to a presentation at a meeting can refer to the published abstract or proceedings with details regarding the meeting.

Reference to a patent should include (or application) number.

All references should be numbered in a single sequence in the order of which they are cited in the text. The list of references should come at the end of the paper.

The following are the examples of literature citations:

Journals.

1. M. Harada, M. Shibata, T. Kitamori, and T. Sawada, *Anal. Sci.*, **1999**, *15*, 647.
2. G. J. Moody, G. S. Sanghera, and J. D. R. Thomas, *Analyst* [London], **1988**, *113*, 1419.
3. M. Hiraide, F.-L. Ren, R. Tamaru, and A. Mizuike, *Mikrochim. Acta* [Wien], **1987**, *II*, 137.
4. H. Nakamura and Z. Tamura, *Bunseki Kagaku*, **1988**, *37*, 35.
5. T. Buehrer, P. Gehrig, and W. Simon, *Anal. Sci.*, in press.

Books.

6. A. J. Bard and L. R. Faulkner, “*Electrochemical Methods: Fundamentals and Applications*”, **1980**, John Wiley and Sons, New York, Chichester, Brisbane, Toronto, 63.
7. S. Tunogai and S. Noriki, in “*Kaiyokagaku* (Oceanic Chemistry, in Japanese)”, ed. M. Nishimura, **1983**, Sangyoutosho, Tokyo, 55.

Material presented at meetings (Proceedings or Abstracts).

8. G. Kolbl, M. Krachler, K. Kalcher, and K. J. Irgolic, in Proceedings of the Fifth International Symposium on Use of Selenium and Tellurium, ed. S. C. Carapella, J. E. Oldfield, and Y. Palmieri, STDA, Grimbergen, Belgium, **1994**, 291 – 300.

Reports.

9. JIS K 0119, “*General Rules for X-Ray Fluorescence Spectrometric Analysis*”, **1987**, Japanese Industrial Standards Committee, Tokyo.
10. ASTM E 169-63, “*General Techniques of Ultraviolet Quantitative Analysis*”, **1963**.

Patents.

11. British Patent, **1956**, 666776.
12. G. E. Erlemann and H. Ippen, Swiss Patent Application, **1968**, 18964.
13. H. F. Lockwood, U. S. Patent, **1965**, 3759835; Chem. Abstr., **1970**, *73*, 46241q.

References “personal communication” should be restricted to the absolute minimum; when used, however, the name, affiliation and date (year) should be given, *e.g.*, Personal communication, S. Fujiwara, Kanagawa University, 1988.

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Corrections to a paper published in the last 6 months are to be sent in duplicate to the Editor; they would be published in an Errata Section.

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