

Expert Reviews in Molecular Medicine

Instructions to Authors

These notes provide advice on content and layout of your article, and explain the editorial process. Please contact us if you have any further queries.

Journal aims

Expert Reviews in Molecular Medicine (ERMM) is an international online review journal published by Cambridge University Press. The journal is committed to the publication of authoritative, interesting and timely reviews of biomedical research for a wide readership. It is intended to support teaching, research and clinical work in molecular medicine.

The editorial process

Most reviews published in the journal are invited articles. Please advise us at the earliest opportunity if you anticipate not being able to meet the submission deadline, and also later dates agreed for the various stages of the editorial process. For our part, we will arrange anonymous peer review, and edit and publish your manuscript as soon as possible.

Pre-acceptance review

All articles in ERMM are peer-refereed by an average of three anonymous referees before final acceptance. Referees are principally asked to assess whether an article is accurate, fair and up to date. In addition, articles are assessed by our editors for clarity, completeness and style. Following positive pre-acceptance review, you will be asked to revise your article based on recommendations from the referees and editors, with a view to final acceptance.

We reserve the right to reject manuscripts that are scientifically inaccurate or do not conform to the aims and remit of the journal;

however, we will make every effort to work with you to produce an article that pleases everyone.

Editing and proofing

Following acceptance of the revised article, you will be sent copyright-transfer and honorarium forms. The revised article will then be copyedited for clarity, consistency, grammar and journal style; in addition, figures will be restyled or redrawn. The edited text (as a Word document) and separate figures will be returned to you as 'first proofs' for approval. Following correction of these proofs, 'page proofs' will be generated and sent to you for final checking.

Publication

Your article will be published on the Cambridge Journals Online website of Cambridge University Press (<http://journals.cambridge.org/erm>) in two versions: a web (HTML) version, which includes links from the reference list (for example to abstracts in PubMed); and an Adobe Acrobat portable document format (PDF or reprint) version. The review abstract will also be posted on the original ERMM journal website at <http://www.expertreviews.org>, and subsequently listed by PubMed and other abstracting databases.

Open access

After acceptance, you will be offered the option of making your paper freely available via Cambridge Journals Online; for further

Contact details for *Expert Reviews in Molecular Medicine*:

The Editorial Office, Expert Reviews in Molecular Medicine, Centre for Applied Research in Educational Technologies (CARET), 1st Floor, 16 Mill Lane, Cambridge, CB2 1SB, UK.
Tel: +44 (0)1223 765 375; Fax: +44 (0)1223 765 505; E-mail: ermm@caret.cam.ac.uk

details of this initiative see <http://journals.cambridge.org/action/forAuthors?page=open>.

Writing your article: key points

Your article should be written around the framework summarised in Box 1, and explained in more detail in the next section.

Aim to provide comprehensive coverage within the scope of the subject area, presenting all of the fundamental 'agreed' facts. Write in a balanced style and reflect the consensus, but also comment on popular divergent views and provide evaluation and critical appraisal where appropriate. However, avoid overexpressing your personal views and dwelling on your own research. Include the field's most important and recent developments, and speculate on further ones, but do not include unpublished results.

Provide a clear introduction to your topic at the start of your article for a wide readership. Write concisely and interestingly, using subheadings to organise the discussion. Avoid writing long lists of facts; instead, perhaps use tables to summarise findings, and provide explanation and comment in the main text. In addition, use diagrams to explain or summarise concepts – illustrations that enhance the text are a key feature of our reviews.

The length of the article will depend on the scope of the subject area and its topicality, but should normally not exceed 6000 words for the main text, and 150 references. In addition, please limit the number of figures and tables to six in total.

Manuscript preparation

First page(s)

Title

The title should be short but informative, and accurately reflect the article content.

Authors and contact details

Please limit the number of coauthors to five, and ensure that you have their agreement to be included. List a brief affiliation for each author (assigned with superscript numbers) below the author names; in addition, indicate the corresponding author with an asterisk and in this case provide full contact details (full postal address, Tel, Fax and E-mail). All of these details will be published unless you request otherwise.

Box 1. Essential parts of the review

Title
Contact details
Abstract
Keywords
Introduction
Main section, broken up by subject-specific subheadings
Discussion section, ideally entitled 'Clinical implications/applications'
Concluding section, ideally entitled 'Research in progress and outstanding research questions'
Acknowledgements and funding
References (including those cited in the main text and in figures and tables), ideally managed with Endnote
Further reading, resources and contacts (a brief list, especially of web-based resources)
Tables
Figure legends
Figures
Maximum article length: 6000 words (main text); 150 references; 6 features (figures plus tables)

Abstract

The abstract should introduce and describe the main points of the article in under 200 words. References should not be included. Emphasise the clinical implications (if any) of the subject area.

Keywords

Please supply 5–10 keywords for searching purposes.

Main text

Introduction

Ensure sufficient background is included, and technical terms and concepts specific to your subject area are briefly defined or explained, so that the article is accessible to a wide readership;

the target audience includes researchers and clinicians from various disciplines, and undergraduate and postgraduate students of biomedical sciences and their educators.

Body of article

Guide readers through your discussion with informative subheadings (a maximum of three levels of subheadings can be used). At this stage of the article, provide depth and insight for specialists in the field. Refer to figures and tables to support the main discussion.

Clinical implications/applications

If this section is appropriate to your subject area, it should form an important part of your article. Major clinical trials, both completed and ongoing, could be briefly described here.

Research in progress and outstanding research questions

This is likely to be one of the most interesting sections of the article. Comment on the most important unanswered questions in the field of research, or the ethical/clinical issues associated with them. How can they be addressed, and what are the existing and/or likely future barriers to doing so? Discuss the most interesting and innovative approaches being used in current research. If appropriate, mention major clinical trials that are either in progress or being planned.

Journal style

- UK English is the standard for spellings. Note, however, that UK and US spellings are used in the reference list (i.e. titles as listed in PubMed).
- Abbreviations in the article should be defined in full at first mention.
- For gene names, use style given by HUGO Gene Nomenclature Committee (<http://www.genenames.org/>) where possible; for diseases, use UK spelling of names in Online Mendelian Inheritance in Man (<http://www.ncbi.nlm.nih.gov/sites/entrez?db=OMIM>); for drug names use style in the British National Formulary (<http://www.bnf.org/bnf/>); for viruses refer to the database of the International Committee on Taxonomy of viruses (<http://www.ncbi.nlm.nih.gov/ICTVdb/index.htm>); for GPCRs and ion channels use style in International Union of Basic and Clinical Pharmacology databases (<http://www.iuphar-db.org/index.jsp>).

Acknowledgements and funding

Be brief and avoid the use of abbreviations for funding bodies. Include grant ID numbers where appropriate.

References

Please be prudent; list only the most significant primary papers, review articles and/or books. Please try to keep the number of references to fewer than 150.

We strongly recommend the use of Endnote to manage your references. This will allow easy adjustment if the order needs changing during the editorial process, and we can supply an output style for automatic formatting into the correct journal style.

In the main text, number references using '(Ref. 1)', '(Refs 2, 3)' in order of citation, before the sentence punctuation and not as superscripts.

In the bibliography, list numbered references in the order in which they were cited in the text. Please check that no reference has been duplicated in the list. References should be styled as shown in Box 2. For journal articles, please list: (1) a maximum of three author names (where there are four or more, use the first author's name only, followed by et al.), (2) the year, (3) the full title of the article, (4) the journal title in full, (5) the volume number and (6) the entire first and last page numbers. Articles that are 'in press' can be listed in the bibliography, but note that submitted papers that have not yet been accepted for publication should not be included. For books, please provide accurate information on author and/or editor names, year, chapter title, book or publication title, publisher and its city and country, and relevant page numbers.

Further reading, resources and contacts

Please compile a list of useful resources at the end of your article, together with a brief comment explaining content. Such resources might include relevant publications not listed in the main reference list, and electronic resources such as databases or disease pages in OMIM, and homepages of associations, professional societies or patient support organisations. Ensure URLs are up to date.

Tables and figures

Include tables and figure legends in the same Word document as the main text, not as

Box 2. Reference styles for ERMM

Cite references in the text as '(Ref. 1)' and '(Refs 2, 6, 7, 8, 15)'. Style the references in the list as follows:

Journals

- 1 Carvalho-Pinto, C. et al. (2004) Leukocyte attraction through the CCR5 receptor controls progress from insulinitis to diabetes in non-obese diabetic mice. *European Journal of Immunology* 34, 548-55
- 2 Smith, E., Linen, C. and Davies, P. (1963) Prolonged survival of the p53-knockout mouse. *Pediatric Pulmonology (Suppl)* 1, 194
- 3 Clarke, L. (2008) The mucopolysaccharidoses: a success of molecular medicine. *Expert Reviews in Molecular Medicine* 10, e1

Entire books

- 4 World Health Organisation (1990) *Urban Air Pollution in the World*, Blackwell, Oxford, UK

Book chapters

- 5 Carr, T.F. and Chin, A.L. (1983) Cystic fibrosis. In *The Metabolic Basis of Disease* (6th edn) (Scribb, C.R. and Valley, D., eds), pp. 2800-2823, McGraw-Hill, New York, USA
- 6 Advisory Group of the Social Aspects of Air Pollution (1989) *Second Report: Ozone*, p. 89, Department of Health, HMSO, London, UK

Work in press

Note that the year of publication is not included in articles that are in press.

- 7 Bailey, A. Function of galectins. *Science* (in press)

Abstracts or reports at meetings

Avoid citing if possible; cite peer-reviewed primary publications instead. If essential, give full details of abstract in published conference proceedings or give a URL to an online abstract. Make preliminary nature of work clear in main text.

- 8 Velleman, S. et al. (2006) Phonological development in Williams syndrome. In *Proceedings of the International Clinical Phonetics and Linguistics Association* (31 May–3 June 2006; Dubrovnik, Croatia) (Horga, D. and Mildner, V., eds), 147, FF Press, Zagreb, Croatia
- 9 Tassabehji, M. et al. (2006) Gene dosage and Williams syndrome. Presented at the International Congress of Human Genetics (6–10 August 2006; Brisbane, Australia), <http://www.ichg2006.com/abstract/1137.htm>

Theses

Do not cite in the reference list and try to avoid citing in the main text [Smiley, A.J. (1997) PhD thesis. University of London, London, UK] – cite peer-reviewed primary publications instead.

Unpublished work

Avoid mentioning your own unpublished work (including submitted papers); where absolutely necessary, cite in the text only.

Sentence containing an unpublished fact (A.B. Anderson, unpublished).

Personal communication

Avoid mentioning others' unpublished work; where absolutely necessary, cite in the text only. Sentence containing an unpublished fact [D.G.B. Gibson (University of Cambridge, Cambridge, UK), pers. commun.]

Please forward correspondence to the Editorial Office from the 'communicator' showing that you have permission for the citation.

separate files. Cite tables and figures in order in the text as 'Table 1', 'Fig. 1', etc.

Tables

Tables should have a simple, single-sentence title. If possible, restrict the number of columns to five. Use lowercase letters to refer to footnotes, and list these alphabetically below the table. Abbreviations used should be defined in a list below the table, in alphabetical order. Any references cited in the table should be included in the reference list.

Figure legends

Use a simple, single-sentence title, and a self-standing figure legend that explains the figure in detail and defines all abbreviations used (even if already given in the main text). Use 'a', 'b', 'c' etc. to refer to different parts of the figure.

Graphics

For schematic figures, use simple, accurate graphics with short, informative labels and/or a key. If possible, use a good computer-drawing package such as Adobe Illustrator, Microsoft Powerpoint or ChemDraw to prepare your figures. Save all figures in the original drawing package format (with 'layers' if appropriate). For ChemDraw images, please supply the original ChemDraw files and also versions saved as eps files; for drawing packages other than Illustrator and Powerpoint, please also supply in an alternative format such as pdf, tiff, eps or jpeg. After acceptance of your article, figures will usually be redrawn or restyled for consistency and quality, but clear and informative figures need to be supplied with the original submission for peer review.

For photographic images, please use colour rather than black and white where possible and include a scale bar, indicating in the legend what distance the scale bar represents. Scan images at 300 dpi in RGB, to a height of 10–15 cm, convert the file to CMYK and also supply in an alternative format such as a pdf, tiff, eps or jpg. For photographic images with embedded labels, please provide an unlabelled version as well. For very large figure files, higher-resolution versions can be sent by CD

after acceptance if necessary; however, files that can be emailed are required for peer review.

Permissions

We prefer all figures in the reviews to be original; please try to submit only figures that have not been published before. However, figures should not constitute 'primary data'. For new photographic images showing examples of standard morphology or previously reported findings, original publications should be referred to in the legend.

If you need to include textual or illustrative material not in your copyright and not covered by fair use or fair dealing, permission must be obtained from the relevant publisher for the nonexclusive right to reproduce the material in all forms and media, including electronic publication. This can be done after acceptance of your article, and then correspondence showing permission has been granted should be forwarded to the editorial office with the revised article.

Clinical photos revealing patient identity should be avoided; in cases where this is not possible, patient consent must be obtained.

Copyright

The journal's policy, since 1999, is to acquire copyright in all contributions (see Box 3). A copyright-transfer form will be sent to you following acceptance.

Honorarium

As a token of our gratitude for your time and effort in writing and revising your article, we offer an honorarium to one author of the article. The honorarium form sent at the acceptance stage gives you two options: (1) to choose books or journals published by Cambridge University Press to a value of £140; or (2) to choose books or journals to a value of £75 and, in addition, to receive a free one-year subscription to ERMM (worth £68).

Ready to submit your finalised article?

Please email the article and figures to the Editorial Office (ermm@caret.cam.ac.uk). We normally confirm receipt by email within a couple of days; if you do not receive confirmation then it is possible that we have not received them.

Box 3. Copyright for articles and features published in ERMM

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2 Two 'moral rights' were conferred on authors by the UK Copyright Act in 1988. In the UK an author's 'right of paternity', the right to be properly credited whenever the work is published (or performed or broadcast), requires that this right is asserted in writing.

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