

## Instructions for authors: Bioscientifica Proceedings

Articles should be prepared in MS Word and once accepted for publication the final version should be converted to PDF and both formats submitted to the Conference Organiser. Bioscientifica will use the author-supplied PDF for online publication so it is vital that it is supplied in its final form with figures and tables embedded within the text and it should not be password protected.

A template is provided. The chosen layout in Microsoft Word should be A4 portrait (21cm x 29.7cm) together with the 'normal' margin settings of 2.54cm. Single line spacing should be used throughout. Do not include line or page numbers, nor headers and footers. Please ensure that all fonts are embedded.

Articles must be written in clear, concise UK or US English. Articles must contain the following sections: Abstract (maximum 250 words), Introduction, Materials and methods/Subjects and methods, Results and discussion, Declaration of interest, Funding, Acknowledgements and References. If applicable include Figure legends, Tables and Figures.

No maximum page limit is imposed and there is unlimited use of colour figures.

### Title

Titles should be as short as possible while still informing the reader about the article content and engaging their interest. The title should be followed by a list of authors' names followed by a list of affiliations. The place where the work was carried out should be listed first. Use superscript numbers after authors' names to indicate their affiliations.

Corresponding author's postal and email address should be included.

### Abstract

All articles must include an abstract. A single paragraph of not more than 250 words, clearly stating the objective of the study or review, the methods used (where applicable), and summarising results and conclusions.

Avoid abbreviations and references.

### Introduction

The introduction should set the study in context by briefly reviewing relevant knowledge of the subject; follow this with a concise statement of the objectives of the study.

### Materials and methods

Provide sufficient information for other workers to repeat the study. If well-established methods are used give a reference to the technique and provide full details of any modifications. Include the source of chemicals, reagents and hormones and give the manufacturer's name and location (town, country) in parentheses. Give the generic name, dose and route of administration for drugs. Specify the composition of buffers, solutions and culture media. Use SI symbols, give concentrations in mol/L and define the term % as w/v or v/v for all solutions. For international units use IU (U should be used for enzyme activity).

Specify the type of equipment (microscopes/objective lenses, cameras, detectors) used to obtain images.

Specify any image acquisition software used, and give a description of specialized techniques requiring large amounts of processing, such as confocal, deconvolution, 3D reconstructions, or surface and volume rendering.

### Declaration of interest

Actual or perceived conflicts of interest for all authors must be declared in full.

Please either (a) declare that there is no conflict of interest that could be perceived as prejudicing the impartiality of the research reported; or (b) fully declare any financial or other potential conflict of interest.

Conflicts of interest include, but are not limited to: Employment and consultancies; Grants, fees and honoraria; Ownership of stock or shares; Royalties; Patents (pending and actual); Board membership

## Funding

Please detail all of the sources of funding relevant to the research reported in the following format:

This work was supported by the Medical Research Council (grant numbers xxxx, yyyy); the Wellcome Trust (grant number xxxx); and Tommy's Baby charity (grant number xxxx).

Where research has not been funded please state the following:

This research did not receive any specific grant from any funding agency in the public, commercial or not-for-profit sector.

## Acknowledgements

Please be as brief as possible.

## References

All references cited in the text must be included in the reference list and *vice versa*. Any unpublished work (personal communications, manuscripts in preparation and manuscripts submitted but not yet accepted for publication) must be referred to in the text and not listed in the references.

Cite references in the text in numerical order and list them in the order they are cited in the reference list.

Reference in the following format:

- [1] Pesce CE, Shiue Z, Tsai HL, Umbricht CB, Tufano RP, Dackiw AP, Kowalski J & Zeiger MA. 2010 Postoperative hypocalcemia after thyroidectomy for Graves' disease. *Thyroid* **20** 1279–1283
- [2] Rang HP, Dale MM, Ritter JM, Flower RJ & Henderson G. 2010 *Rang and Dale's Pharmacology, 7th ed.* (Churchill Livingstone: London)
- [3] Abraham P, Avenell A, McGeoch SC, Clark LF & Bevan JS. 2010 Antithyroid drug regimen for treating Graves' hyperthyroidism. *Cochrane Database of Systematic Reviews* **1** CD003420

Articles accepted for publication but not yet published may be listed as 'in press' in the reference list, using the current year as the publication year. If an 'in press' article is included in an **Accepted Preprint service** then the Digital Object Identifier (DOI) should be included.

## Tables

Tables should be numbered, have a caption above the table, and be included within the manuscript close to the relevant text.

Do not use internal horizontal or vertical lines, colour or shading.

## Figures

Figures should be numbered, have a caption below the figure and be included within the article close to where they are mentioned in the text. Colour figures will be published online at no charge to the author. Include legends to all figures, giving the figure number, keys to any symbols used, the name of the organism studied, the names of any statistical tests used and the probability levels used for comparisons. Label figure sections as A, B etc. in the top left-hand corner. Use Arial or a similar sans-serif font for text labels. Do not enclose figures in boxes. Indicate magnification by a scale bar in the

bottom right-hand corner of the image and give the measurement in the legend. Use the preferred symbols of closed and open circles, squares and triangles. Use Courier or a similar non-proportional font for amino acid, DNA, RNA and PCR primer sequences and highlight sections of homology between sequences with grey shading.

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## Animals

Experiments with animals must be performed in accordance with UK legal requirements. Include a statement that investigations have been approved by the local ethical committee. Give the full binomial Latin names for all experimental animals other than common laboratory animals. State the breed or strain and source of animals, and give details of age, weight, sex and housing. Detail the procedures and anaesthetics used, including doses given. Authors are encouraged to refer to the [ARRIVE guidelines](#), and in particular the checklist within them, when preparing manuscripts detailing animal experiments.

## Cell lines

In general, studies that are based on observations performed in a single cell line will not be considered for publication if other lines of the same general lineage and characteristics are available. If at all possible, observations should be replicated in multiple cell lines.

## Authentication of cell lines

We require that all cell lines are authenticated for correct origin. Specifically, the author should include the following information supporting the authentication of lines:

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2. Please state what the method of authentication is. For example, ATCC uses STRS analysis.
3. State the passage number(s) of cell lines used for the experiments described in the submission. Unless the research is specifically about senescence, lines >35 passages would not be acceptable.

## Guidelines for genetic association case/control studies

The Society for Endocrinology has produced [guidelines for genetic association case/control studies](#) in order to ensure they are methodologically sound and readers can fully assess their significance.

## Free exchange of materials

The Society for Endocrinology expects its authors to deposit plasmid constructions in a public repository, such as [Addgene](#).

## Appendix

### Ethical guidelines for Bioscientifica Proceedings

*Bioscientifica Proceedings* is committed to integrity in scientific research. In order to ensure that the journal's contribution to the scientific record is reliable and meets the ethical standards expected by the global scientific community, we have developed the following code of ethics to support editors, authors and peer reviewers in understanding the standards of behaviour they should follow in carrying out their roles in the journal publishing process.



*Bioscientifica Proceedings* is a member of, and subscribes to the principles of, the Committee on Publication Ethics ([COPE](#)). *Bioscientifica Proceedings* adheres strictly to the [COPE guidelines](#) on good publishing practice and follows procedures set out in the COPE flowcharts when handling cases of suspected misconduct.

### Author code of ethics

Authors must:

- Present an accurate account of research performed as well as an objective discussion of its significance.
- Accurately represent underlying data in the paper.
- Present sufficient detail and references to permit others to replicate the work.
- Cite all relevant references.
- Identify any hazards inherent in conducting the research.
- Declare any conflicts of interest and funding received (see [instructions for authors](#)).
- Ensure they have written and produced entirely original work and **ensure that where they have used the work and/or words of others, this has been properly attributed and accurately quoted.**
- Not submit the same or similar article or substantially similar material, concurrently to any other journal or primary publication, nor do so until the outcome of their submission to the journal is known.
- Avoid self-plagiarism, i.e. not submit the same or substantially similar material (data or text) as contained in any article, including review articles, that the author(s) have published previously.
- Avoid fragmenting research to maximise the number of articles for publication.
- Avoid libellous or defamatory statements in their work.
- Limit authorship to, and include all, those who have made a significant contribution to the conception, design, execution or interpretation of the work as recommended by the International Committee of Medical Journal Editors (ICMJE).
- Ensure all contributors have approved the final version of the manuscript and its submission to the journal.
- Ensure research involving human subjects complies with the Declaration of Helsinki (<http://www.wma.net/en/30publications/10policies/b3/index.html>) and, in particular, include a statement in the manuscript itself that the subjects have given their informed, written consent.

- Ensure research involving animal experimentation complies with the Universities Federation for Animal Welfare guidelines (<http://www.ufaw.org.uk/public-list.php#pl05>).
- Report any significant error or inaccuracy in the work to the publisher as soon as it is discovered.

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"Research misconduct" means fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.

- Fabrication is making up data or results and recording or reporting them.
- Falsification is manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.
- Plagiarism is the appropriation of another person's ideas, processes, results, or words without giving appropriate credit.
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Source: Dept of Health & Human Services, Office of Research Integrity Annual Report 2006  
[http://ori.dhhs.gov/documents/annual\\_reports/ori\\_annual\\_report\\_2006.pdf](http://ori.dhhs.gov/documents/annual_reports/ori_annual_report_2006.pdf)

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