# Using the template

- 1. If typing your manuscript directly into the template, select (highlight) the text of the template that you want to replace and begin typing your manuscript (i.e., select the Title section for typing in your title).
- 2. To insert graphics within the text or as a figure, chart, scheme, or table, create a new line and insert the graphic where desired. If your graphic is not visible, ensure that the Word Style is "Normal" with an automatic height adjustment. If the size of the artwork needs to be adjusted, re-size the artwork in your graphics program and re-paste the artwork into the template (maximum width for single-column artwork, 3.3 in. (8.5 cm); maximum width for double-column artwork, 7 in. (17.8 cm)).
- 3. Delete all sections from the template that are not needed, including these instructions.
- 4. Save the file with the graphics in place: select Save As (File menu) and save it as a document file (.doc).
- 5. Proof a printout of the manuscript (from a 600 dpi or higher laser printer) to ensure that all parts of the manuscript are present and clearly legible.
- 6. Ensure that page numbers are present on all pages before submitting your manuscript.

# Additional notes

To format double-column figures, schemes, charts, and tables, use the following instructions:

Place the insertion point where you want to change the number of columns
From the Insert menu, choose Break
Under Sections, choose Continuous
Make sure the insertion point is in the new section. From the Format menu, choose Columns
In the Number of Columns box, type 1
Choose the OK button

Now your page is set up so that figures, schemes, charts, and tables can span two columns. These must appear at the top of the page. Be sure to add another section break after the table and change it back to two columns with a spacing of 0.33 in.

Table 1. Example of a Double-Column Table

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8

Authors are required to submit a graphic entry for the Table of Contents (TOC) that, in conjunction with the manuscript title, should give the reader a representative idea of one of the following: A key structure, reaction, equation, concept, or theorem, etc., that is discussed in the manuscript. The TOC graphic may be *no wider than 7.0 cm* and *no taller than 3.5 cm*. The graphic will be reproduced at 100% of the submission size. A surrounding margin will be added to this width and height during *Journal* production.

# TITLE (Word Style "BA\_Title"). The title should accurately, clearly, and concisely reflect the emphasis and content of the paper. The title must be brief and grammatically correct.

AUTHOR NAMES (Word Style "BB\_Author\_Name"). Include in the byline all those who have made substantial contributions to the work, even if the paper was actually written by only one person. Use first names, initials, and surnames (e.g., John R. Smith) or first initials, second names, and surnames (e.g., J. Robert Smith). Do not use only initials with surnames (e.g., J. R. Smith) because this causes indexing and retrieval difficulties and interferes with unique identification of an author. Do not include professional or official titles or academic degrees. At least one author must be designated with an asterisk as the author to whom correspondence should be addressed.

AUTHOR ADDRESS. The affiliation should be the institution where the work was conducted. If the present address of an author differs from that at which the work was done, give the current address in a footnote.

KEYWORDS. Select 3-5 key words that could be used in an article query/search. Separate each key word by commas.

BRIEFS. Please include a brief, provide a one-sentence synopsis for potential inclusion in the Table of Contents.

ABSTRACT. All manuscripts must be accompanied by an abstract. The abstract should briefly state the problem or purpose of the research, indicate the theoretical or experimental plan used and summarize the principal findings (written for a general audience). The optimal length is one paragraph (200 words).

### INTRODUCTION.

The body of your article should be placed here. Headings that delineate Introduction, Methods, or Materials, Results, and Discussion are required [1]. Primary headings should be indicated by capitalization and a period at the end. Text can follow after one space. A variety blah blah blah blah of chromophores incorporating...

## MATERIALS AND METHODS.

Treatment Preparation.

Subheadings can be used and should be delineated with the italized font.

Insect Model.

This is another example of how a subheading can be used. Avoid using additional subheadings but if it is required, please delineated additional subheadings with <u>Underlined Text</u>.

### RESULTS.

In total, N = 12 / N = 10 / N = 9 subjects were imaged at three time points for the AZD 2171 / AZD 1480 / CTL groups, respectively. The tumor volume changes for all subjects are shown in...

# DISCUSSION.

The use of a Jak2 inhibitor as an anti-cancer treatment has been shown to interfere with several oncogenic pathways. Downstream effects of inhibiting Jak2 include prohibiting angiogenesis, decreasing cellular proliferation, and increasing apoptotic activity; thus, Jak2 inhibitors such as AZD 1480 have been shown as effective methods of inhibiting tumor growth. One of the unique advantages of imaging tumor physiology is the ability to capture changes prior to any palpable/volumetric changes in tumor growth.

CONCLUSION (optional).

Some authors may choose to include the conclusions and/or future recommendations in the Discussion section. Thus, the conclusion heading is optional.

ACKNOWLEDGMENT. No space should be included after this heading. Generally the last paragraph of the paper is the place to acknowledge people (dedications), places, and financing (you may state grant numbers and sponsors here).

SUPPORTING INFORMATION. No space should be included after this heading. Include a nonsentence format list of supporting information (figures, tables, additional methods) that can be included on the website upon e-publication.

FIGURES. This is not a separate heading. Figures should be incorporate throughout the article. However, the font shown here indicates the font required for the caption text. This section can be deleted prior to submission. Each figure must have a caption that includes the figure number and a brief description, preferably one or two sentences. The caption should follow the format "Figure 1. Figure caption." All figures must be mentioned in the text consecutively and numbered with Arabic numerals. The caption should be understandable without reference to the text. Whenever possible, place the key to symbols in the artwork, not in the caption. To insert the figure into the template, be sure it is already sized appropriately and paste before the figure caption. For formatting double-column figures, see the instructions at the end of the template. Do NOT modify the amount of space before and after the caption as this allows for the rules, space above and below the rules, and space above and below the figure to be inserted upon editing.

CHARTS. This is not a separate heading. Charts should be incorporate throughout the article. However, the font shown here indicates the font required for the caption text. This section can be deleted prior to submission. Groups of structures that do not show action are called charts. Charts may have brief titles describing their contents. The title should follow the format "Chart 1. Chart Title". Charts may also have footnotes (use Word Style "FC\_Chart\_Footnote"). To insert the chart into the template, be sure it is already sized appropriately and paste after the chart title. For formatting double-column charts, see the instructions at the end of the template. Do NOT modify the amount of space before and after the title as this allows for the rules, space above and below the rules, and space above and below the chart to be inserted upon editing.

TABLES. This is not a separate heading. Tables should be incorporate throughout the article. However, the font shown here indicates the font required for the caption text. This section can be deleted prior to submission. Each table must have a brief (one phrase or sentence) title that describes its contents. The title should follow the format

"Table 1. Table Title". The title should be understandable without reference to the text. Put details in footnotes, not in the title. Do NOT modify the amount of space before and after the title as this allows for the space above and below the table to be inserted upon editing.

Please use this font for the body of table data. Please do not duplicattables and figures in SUPPLEMENTAL INFORMATION. It is preferable to use the Table Tool in your word-processing package, placing one entry per cell, to generate tables.

**Displayed equations** can be inserted where desired making sure they are assigned Word Style "Normal". Displayed equations can only be one column wide. If the artwork needs to be two columns wide, it must be relabeled as a figure, chart, or scheme and mentioned as such in the text.

REFERENCES (Word Style "TF\_References\_Section"). References are placed at the end of the manuscript. Authors are responsible for the accuracy and completeness of all references. Examples of the recommended formats for the various reference types can be found at <a href="http://www.sciencemag.org/site/feature/contribinfo/prep/res/refs.xhtm">http://www.sciencemag.org/site/feature/contribinfo/prep/res/refs.xhtm</a>

An example is included:

- 1. A. P. Mackenzie, Y. Maeno, Rev. Mod. Phys. 75, 657 (2003).
- 2. G. E. Volovik, V. P. Mineev, JETP Lett. 24, 561 (1976).
- 3. M. C. Cross, W. F. Brinkman, J. Low Temp. Phys. 27, 683 (1977).
- 4. N. B. Kopnin, M. M. Salomaa, Phys. Rev. B 44, 9667 (1991).
- 5. N. Read, D. Green, Phys. Rev. B 61, 10267 (2000).