

Information and Instructions for **Authors**

The Journal welcomes topical reviews, scientific papers, short communications and readers' letters. The editorial team will do all they can to assist you with the preparation and peer review where this is necessary. Please feel free to seek advice and help if necessary. We look forward to receiving your submission.

Kay O'Hagan
Editor in Chief

A. Presenting the material

Reviews and scientific papers are normally of four to six published pages (3000–3500 words approximately); short communications are one to two pages long (750–1500 words).

Submit your text as an email file to the Managing Editor, Sue Briggs: suze.briggs@sky.com

If there are any queries please do not hesitate to contact the office by telephone on +44 (0)1428 752222 or email as above.

Papers may be submitted in languages other than English but, if accepted, will be translated by Euromed, using a specialist translator, and published in English with only the author's summary published in the original language. Authors will have the opportunity of checking the translation, if requested.

The title page should stand separately from the text, to allow anonymous review. It should include the title of the paper and the name(s) and position(s) of the author(s). Indicate the principal author where relevant. Also supply the name, contact address (including email address if possible) and daytime telephone and fax numbers of the person who will check the proofs.

B. Preparing the text

The editorial team will help as much as possible, but you can assist greatly. In preparing the text, only use the space bar to provide space between words. For multiple spacing, use the tab command.

The text should be divided into sections and given plentiful sub-headings, but avoid section numbering.

Give scientific measures in SI units, temperatures in degrees Celsius and, wherever possible, the generic rather than the proprietary names of drugs. Abbreviations and acronyms should be spelt out in full the first time they appear within the text and, if necessary, defined.

C. Key words

Each paper should have up to six key words or phrases that characterise the contents of the paper. These will be used for indexing and data retrieval purposes.

D. References

References should be numbered sequentially as they appear in the text, using superscript format, and listed in the same order at the end of the text, as follows:

Journal articles

1. Gibbons D. Greener cleanrooms. *European Journal of Parenteral and Pharmaceutical Sciences* 2007; **12**(3): 75–78.

Books

2. Hodges N. In: *Microbiological contamination control in pharmaceutical cleanrooms* (ed. Halls N). Boca Raton, CRC Press/Sue Horwood Publishing, 2004; 115–136.

E. Handling illustrative material

Indicate within the text where figures and tables should fall.

If graphs or tables are presented as an integral part of the text, it is best if they are treated as a self contained addendum section at the end, following the references and numbered according to the order in which they appear in the text.

The source of all graphic or tabular material should be provided if possible.

Legends for diagrams supplied separately should also be keyed into this addendum, as should captions for photographs.

For photographs supplied electronically, we prefer to receive the original picture file in print quality (high resolution) tif, jpg or similar format, rather than embedded within the text.

Good quality line drawings are also acceptable, and should include all the relevant details. If facilities for producing line drawings are not available to the author, figures can be redrawn by the publishers.

F. The review process

Papers will be refereed by members of the editorial board and/or their nominees.

If any questions arise at this point, the paper will be returned to the author for comment and/or amendment.

Otherwise, the corresponding author will be sent page proofs by the due date. The editors' decision is final and correspondence will not necessarily be entered into regarding reasons for rejection, etc.

Conflict of interest

Authors are expected to disclose any commercial or other associations that might pose a conflict of interest in connection with the submitted article. All funding sources supporting the work should be acknowledged on the title page, as should institutional or corporate affiliations of the authors. For the full set of ethical guidelines please see the main journal page of the Euromed website

Thank you for your co-operation.