

Guide for Authors

FEBS Letters

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INTRODUCTION

FEBS Letters is a world-renowned journal for rapid publication of short reports describing novel and specific effects with a biologically or biochemically significant function. Bringing together the most important developments in the molecular biosciences, *FEBS Letters* provides an international forum for Research Letters, Reviews and Hypotheses describing or discussing mechanistic insights at the molecular level, which would be interesting to a broad readership. *FEBS Letters* is published by Elsevier on behalf of the *Federation of European Biochemical Societies (FEBS)*.

Aims, scope and subject coverage

Papers should be short but complete and essentially final reports. The subject area of *FEBS Letters* is broad. It covers biochemistry (protein chemistry, enzymology, nucleic acid chemistry, metabolism, and immunochemistry), molecular biology, molecular cell biology (signal transduction, intracellular traffic, regulation of cellular proliferation, cell-cell interactions), structural biology, biophysics, computational biology (genomics, proteomics, bioinformatics), molecular genetics and systems biology.

As a general policy, *FEBS Letters* does not consider preliminary or fragmentary observations, cloning and sequencing of cDNA or genes that have previously been reported for other species, conventionally achieved expression or crystallization of proteins, correlative studies or negative observations. Moreover, methodological papers are not published unless they are truly novel and significant.

Page charges

FEBS Letters has no page charges.

BEFORE YOU BEGIN

Fast-Track Publication

FEBS Letters offers expedited handling of manuscripts that have been rejected from high-level journals. Authors should enclose reviews and/or comments from the editor of previously reviewed manuscripts to expedite their handling as the manuscript may be accepted based on the previous reviews. You will receive a final decision from the Managing Editor within a few days of submitting your manuscript.

Ethics in publishing

For information on Ethics in publishing and Ethical guidelines for journal publication see <http://www.elsevier.com/publishingethics> and <http://www.elsevier.com/ethicalguidelines>.

Policy and ethics

The work described in your article must have been carried out in accordance with *The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans* <http://www.wma.net/en/30publications/10policies/b3/index.html>, *EU Directive 2010/63/EU for animal experiments* http://ec.europa.eu/environment/chemicals/lab_animals/legislation_en.htm, *Uniform Requirements for manuscripts submitted to Biomedical journals* <http://www.icmje.org>. This must be stated at an appropriate point in the article.

Conflict of interest

All authors are requested to disclose any actual or potential conflict of interest including any financial, personal or other relationships with other people or organizations within three years of beginning the submitted work that could inappropriately influence, or be perceived to influence, their work. See also <http://www.elsevier.com/conflictsofinterest>.

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Submission of an article implies that the work described has not been published previously (except in the form of an abstract or as part of a published lecture or academic thesis), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify originality, articles are routinely checked by the originality detection software *iThenticate*. See also <http://www.elsevier.com/editors/plagdetect>.

Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Role of the funding source

You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated. Please see: <http://www.elsevier.com/funding>.

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MANUSCRIPT PREPARATION

New submissions

Submission to this journal proceeds totally online and you will be guided stepwise through the creation and uploading of your files. The system automatically converts your files to a single PDF file, which is used in the peer-review process.

As part of the Simpler Submission service, you may choose to submit your manuscript as a single file to be used in the refereeing process. This can be a PDF file or a Word document, in any format or layout that can be used by referees to evaluate your manuscript. It should contain high enough quality figures for refereeing. If you prefer to do so, you may still provide all or some of the source files at the initial submission. Please note that individual figure files larger than 10 MB must be uploaded separately.

References

There are no strict requirements on reference formatting. References can be in any style or format as long as the style is consistent. Author(s) name(s), journal title / book title, article title, year of publication, volume & issue / book chapter and the pagination must be present. The reference style required by the journal will be applied to the published version by Elsevier.

Formatting requirements

There are no strict formatting requirements but all manuscripts must contain the essential elements needed to convey your manuscript, for example Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, Artwork and Tables with Captions.

If your article includes any Videos and/or other Supplementary material, this should be included in your initial submission for peer review purposes.

Divide the article into clearly defined sections. It is not necessary to format your manuscript in double column layout, even if the journal has a double

Manuscript preparation is crucial for the success of your article. Along with evaluating the novelty and technical quality of your results, the editor and reviewers judge your manuscript based on language, overall clarity and intelligibility. Poorly and sloppily written articles, as well as spelling and grammatical mistakes, may ultimately lead to the rejection of your article, even though the scientific quality would warrant publication.

Please note that the Cover letter should be uploaded as a separate file.

Revised submissions

Word processing software

It is important that the file be saved in the native format of the word processor used. Keep the layout of the text as simple as possible. Most formatting codes will be removed and replaced on processing the article. The electronic text should be prepared in a way very similar to that of conventional manuscripts (see also the Guide to Publishing with Elsevier: <http://www.elsevier.com/guidepublication>). See also the section on Electronic artwork. To avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

Article structure

Title Page and Abstract

Title

The title should be a maximum of 150 characters (including spaces). *FEBS Letters* reserves the right to edit titles for length and clarity.

Author names and affiliations

The full names and affiliations should be provided for all authors. The corresponding author should also provide a full postal address, telephone and fax number (including country code), and an e-mail address.

Abstract

The abstract should be a maximum of 100 words. The abstract should state the purpose of the research, the principal results and major conclusions. Avoid non-standard or uncommon abbreviations and formulae where possible. *FEBS Letters* reserves the right to edit abstracts for length and clarity.

Keywords

The keywords should reflect the significant factors of the investigation as a whole. A maximum of six keywords should be included.

Abbreviations

Define non-standard or uncommon abbreviations.

Highlights

Highlights consist of a short collection of bullet points that convey the core findings of the article. Please include 3 to 5 bullet points (maximum 85 characters (including spaces) per bullet point). See <http://www.elsevier.com/highlights> for examples.

Manuscript text

The length of the submitted manuscript should not exceed 4000 words, including figure legends, tables, and references. Editors will accept longer papers only when there are compelling reasons to do so. Ideally, the manuscript text should be divided in the following sections:

Introduction

Materials and Methods

Results¹

Discussion¹

Acknowledgements

References

Figure legends

References

There are no strict requirements on reference formatting. References can be in any style or format as long as the style is consistent. Author(s) name(s), journal title / book title, article title, year of publication, volume & issue / book chapter and the pagination must be present. The reference style required by the journal will be applied to the published version by Elsevier.

Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. Citation of a reference as 'in press' implies that the item has been accepted for publication.

Tables

Number tables consecutively in accordance with their appearance in the text. Place footnotes to tables below the table body and indicate them with superscript lowercase letters.

Tables may be included in the manuscript file upon initial submission. For details see the section on *New Submissions*.

¹ the Results and Discussion can be combined in one section

Figures

Please make sure that figure files are in an acceptable format (TIFF, EPS, PDF or MS Office files) and that the resolution is at least 300dpi. TIFF files may be saved with using LZW compression. *FEBS Letters* reserves the right to decide whether figures will be reproduced in colour in print. For further information on the preparation of artwork, please see <http://www.elsevier.com/artworkinstructions>. Figures may be included in the manuscript file upon initial submission. For details see the section on *New Submissions*.

Supplementary material

You have the option to submit supporting data, tables, figures and movies as supplementary material to be published online alongside the electronic version of your article. In order to ensure that your submitted material is directly usable, please provide the data in well-known and common file formats.

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 - Use a logical naming convention for your artwork files.
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 - For Word submissions only, you may still provide figures and their captions, and tables within a single file at the revision stage.
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TIFF: Combinations bitmapped line/half-tone (color or grayscale): a minimum of 500 dpi is required.

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- Supply files that are too low in resolution;
- Submit graphics that are disproportionately large for the content.

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Reviews and Hypotheses should be topical and of interest not only to specialists in the field but also to the general reader. Hypothesis should present novel ideas or new interpretations of established observations, but should be based on sound data and avoid excessive speculation. Unlike Research Letters and Hypotheses, Reviews do not have a word limit. Prior to submitting a Review or Hypothesis, authors should contact the *Editorial Office* at febs.letters@bzh.uni-heidelberg.de, providing a title, abstract and key references of the article to be considered.

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MANUSCRIPT SUBMISSION

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Submission of a revised manuscript

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