

## Information for contributors

**1 Manuscripts** should be sent to The Editors, *Journal of Cell Science*, Department of Zoology, Cambridge CB2 3EJ, England. Contributors in Canada and USA may send their manuscripts to Dr Gary Borisy, *Journal of Cell Science*, Laboratory of Molecular Biology, University of Wisconsin, 1525 Linden Drive, Madison, Wisconsin 53706. (Bitnet number: BORISY@WISCMACC.)

**2 Manuscripts** should be in English and as concise as possible. They must be typewritten, in *double spacing throughout (including tables, references and legends)* on one side of the paper only. Each table should be typed on a separate sheet. Legends to figures should be typed in a single series and placed at the end of the manuscript. Three complete copies of the manuscript should be submitted. Authors should retain a complete copy of the final version of their manuscript. Manuscripts must be fully ready for publication; in the interests of rapid publication it will not normally be possible to make alterations in proof other than the correction of typographical errors.

**3 (a) Word-processor disks.** *Journal of Cell Science* can use your disk (5¼ or 3½") instead of rekeying the accepted article. If available please send a copy of the disk with your final **revised** manuscript (disk will be returned).

*Please observe the following instructions*

1. Create and/or edit your manuscript, using the document mode (or equivalent) in the word-processor program.
2. Use only underline (or italic), bold, subscript and superscript. Multiple font, style or ruler changes, or graphics inserted into the text, reduce the usefulness of the disk.
3. Do not right-justify your text.
4. Do not use footnotes.
5. Use paragraph indents.
6. Leave a blank line before and after all headings, which should be underlined.
7. Distinguish the numerals 0 and 1 from the letters O and I.
8. Also include an ASCII file on your disk (file without control commands).

**Apple Macintosh disks.** We can read standard 400k and 800k disk formats. Please place the file in the root directory (do not use folders) and save your file in MacWrite format if your word processor allows it, or has a translator utility.

**BBC micro.** If possible, send your file in ADFS format.

**(b) Automatic text scanning.** If you have no disk it may be possible for us to 'scan' your manuscript (not photocopies) using a 'Text scanning system':

Please ensure your manuscript is free from pen/pencil marks. Any alterations should be marked on a photocopy of your manuscript.

We cannot accurately scan manuscripts if the underline rule touches the descending characters. If possible please provide another manuscript without using this facility.

**4 A short title** of not more than 40 characters, should be supplied and at least **3 key words** for indexing papers.

**5 Manuscripts** must contain a **Summary** of not more than 500 words, placed immediately after the title page. This must be intelligible without reference to the main text and must contain no references.

**6 The list of References** must be given in alphabetical order of authors' names. The titles of journals should be abbreviated in accordance with the *World List of Scientific Periodicals*, 4th edn (1963) and *Short Titles of Commonly Cited Scientific Journals*, Royal Society, London (1980). The following style is used:

Gray, E. G. and Willis, R. A. (1968). Problems of electron stereoscopy of biological tissue. *J. Cell Sci.* 3, 309–326.

Mazia, D. (1961). Mitosis and physiology of cell division. In *The Cell*, vol. 3 (ed. J. Brachet and A. E. Mirsky), pp. 77–412. New York, London: Academic Press.

Citations in the text are given in the following form: Jones and Smith (1960) or (Jones and Smith, 1960). Where there are more than two authors citations should be in the form (Jones *et al.* 1960). Where more than one paper by the same author(s) has been published in the same year they are cited as Jones (1960a), Jones (1960b) etc.

**7 Footnotes** should be avoided wherever possible.

**8 SI units** should be used throughout in the preparation of manuscripts.

**9 Illustrations: general.** All figures, whether line drawings or micrographs, should be numbered in a single series, in the order in which they are referred to in the text. Each figure should be numbered separately (Fig. 1, Fig. 2, etc.); where a figure has several parts use capital roman letters (Fig. 1A, 1B, etc.). The maximum printed size for illustrations is 210 mm × 168 mm. In general, figures should not exceed in size about one-half of this. Whenever possible, plan illustrations so that, either singly or grouped together, they will be the width of a whole page (168 mm) or a single column (81 mm).

**10 Line drawings.** Original drawings, in black India ink, should be submitted for reproduction, as photographic copies cannot always be used. They should not be more than twice column width.

**11 Micrographs** should be submitted the same size as they are to appear. Where several micrographs are grouped together they should be mounted accurately on mounting board. Irregularly shaped micrographs should be avoided.

**12 Labelling** on figures may be inserted by authors provided it conforms to the general style and size used by the journal. Alternatively, it may be inserted by the printer, in which case labelling should be indicated either on a duplicate, marked set of figures or on tracing paper overlays bearing accurately marked outlines.

**13 Colour plates** can be reproduced at the discretion of the editors and will be printed free of charge if they are judged essential. Authors should note that, apart from being expensive, colour plates add significantly to the production time of the journal.

**14 Authors** should retain a complete set of labelled figures for checking against proofs. The originals will not be returned to authors with proofs.

**15 Authors** will receive 200 **offprints** free of charge and may order additional copies when proofs are returned.

### Copyright and reproduction

**1** In order to give The Company of Biologists Limited authority to deal with matters of **copyright**, authors will be required to assign to them the copyright of any article published in the journal.

**2** Authors may make copies of their own papers in this journal without seeking permission from The Company of Biologists Limited, *provided that such copies are for free distribution only: they must not be sold.*

**3** Authors may re-use their own illustrations in other publications appearing under their own name, without seeking permission.

**4** Specific permission will *not* be required for photocopying copyright material in the following circumstances:

(a) For private study, provided the copying is done by the person requiring its use, or by an employee of the institution to which he/she belongs, without charge beyond the actual cost of copying.

(b) For the production of multiple copies of such material, to be used for *bona fide* educational purposes, provided this is done by a member of the staff of the university, school or other comparable institution, for distribution without profit to student members of that institution, and provided the copy is made from the original journal.

**5** For all other matters relating to the reproduction of copyright material written application must be made to Dr R. J. Skaer, Company Secretary, The Company of Biologists Limited, Department of Zoology, Downing Street, Cambridge CB2 3EJ, UK.



# Journal of Cell Science Supplements

|        |  |  |             |      |
|--------|--|--|-------------|------|
| No. 1  | <b>Higher Order Structure in the Nucleus</b><br>Edited by P. R. Cook and R. A. Laskey<br>ISBN: 0 9508709 4 3 234 pp.<br>Proceedings of 1st BSCB-Company of Biologists (COB) Symposium                          | £12.00                                   | U.S.\$23.00 | 1984 |
| No. 2  | <b>The Cell Surface in Plant Growth and Development</b><br>Edited by K. Roberts, A. W. B. Johnston, C. W. Lloyd,<br>P. Shaw and H. W. Woolhouse<br>ISBN: 0 9508709 7 8 350 pp.<br>The 6th John Innes Symposium | £15.00                                   | U.S.\$30.00 | 1985 |
| No. 3  | <b>Growth Factors: Structure and Function</b><br>Edited by C. R. Hopkins and R. C. Hughes<br>ISBN: 0 9508709 9 4 242 pp.<br>BSCB-COB Symposium   | £15.00                                   | U.S.\$30.00 | 1985 |
| No. 4  | <b>Prospects in Cell Biology</b><br>Edited by A. V. Grimstone, Henry Harris and<br>R. T. Johnson<br>ISBN: 0 948601 01 9 458 pp.<br>An essay volume to mark the journal's 20th anniversary                      | <b>SOLD OUT</b>                          |             | 1986 |
| No. 5  | <b>The Cytoskeleton: Cell Function and Organization</b><br>Edited by C. W. Lloyd, J. S. Hyams and R. M. Warn<br>ISBN: 0 948601 04 3 360 pp.<br>BSCB-COB Symposium  | <del>£15.00</del> <del>U.S.\$30.00</del> |             | 1986 |
| No. 6  | <b>The Molecular Biology of DNA Repair</b><br>Edited by A. R. S. Collins, R. T. Johnson and<br>J. M. Boyle<br>ISBN: 0 948601 06 X 353 pp.  | £40.00                                   | U.S.\$70.00 | 1987 |
| No. 7  | <b>Virus Replication and Genome Interactions</b><br>Edited by J. W. Davies <i>et al.</i><br>ISBN: 0 948601 10 8 350 pp.<br>The 7th John Innes Symposium  | £40.00                                   | U.S.\$70.00 | 1987 |
| No. 8  | <b>Cell Behaviour: Shape, Adhesion and Motility</b><br>Edited by J. Heaysman, A. Middleton and F. Watts<br>ISBN: 0 948601 12 4 449 pp.<br>BSCB-COB Symposium   | £35.00                                   | U.S.\$60.00 | 1987 |
| No. 9  | <b>Macrophage Plasma Membrane Receptors: Structure and Function</b><br>Edited by S. Gordon<br>ISBN: 0 948601 13 2 200 pp.  | £29.00                                   | U.S.\$50.00 | 1988 |
| No. 10 | <b>Stem Cells</b><br>Edited by Brian I. Lord and T. Michael Dexter<br>ISBN: 0 948601 16 7 280 pp.  | £35.00                                   | U.S.\$65.00 | 1988 |
| No. 11 | <b>Protein Targeting</b><br>Edited by K. F. Chater, N. J. Brewin, R. Casey, K. Roberts,<br>T. M. A. Wilson and R. B. Flavell<br>ISBN: 0 948601 21 3 270 pp.<br>The 8th John Innes Symposium                    | £35.00                                   | U.S.\$65.00 | 1989 |
| No. 12 | <b>The Cell Cycle</b><br>Edited by Robert Brooks, Peter Fantes, Tim Hunt and<br>Denys Wheatley<br>ISBN: 0 948601 23 X 300 pp.<br>BSCB-COB Symposium  | £40.00                                   | U.S.\$60.00 | 1989 |

This series of supplementary casebound volumes deals with topics of outstanding interest to cell and molecular biologists

These are provided free to subscribers to *Journal of Cell Science*. They may be purchased separately from:

**The Biochemical Society Book Depot, PO Box 32, Commerce Way, Colchester CO2 8HP, UK**