

## **Submitting a manuscript to the special Electroporation-Based Technologies and Treatments issue of Journal of Membrane Biology**

As a participant in the Electroporation-Based Technologies and Treatments International Scientific Workshop and Postgraduate Course, November 16-22, 2014 in Ljubljana, Slovenia (<http://2014.ebtt.org/>), you are invited to submit a manuscript for consideration for publication in a special issue of the Journal of Membrane Biology.

Journal of Membrane Biology accepts electronic manuscripts via Manuscript Central (<http://mc.manuscriptcentral.com/jmb>) and we will handle all submissions for the special issue through this on-line mechanism.

In the cover letter you will provide with your manuscript, please indicate that you are submitting to the special electroporation issue. Please also state whether you are submitting a regular paper (more than 3 journal pages) or a short paper (2-3 journal pages). Although we will not enforce these limits strictly, you can estimate about four manuscript pages (Microsoft Word, double-spaced, 25 mm margins) per journal page.

The deadline for submission is January 15<sup>th</sup>, 2015.

Guest Editors

*Damijan Miklavčič*

*Lluis M. Mir P.*

*Thomas Vernier*

## **Guidelines for authors**

Manuscripts should be electronically prepared in Microsoft Word (PC or Macintosh). Manuscripts should be double-spaced, with 25 mm margins. All pages should be numbered consecutively, beginning with page 1, the title page. Tables and figures should be numbered serially, and legends to illustrations should be prepared on separate sheets. Tables and figures will be placed near their first mention in the text; all tables and figures must be referred to in the manuscript.

### **Manuscript submissions should include the following components:**

**TITLE PAGE.** The following elements must be included:

- A. title of the article;
- B. name(s) and initial(s) of author(s), preferably with first names spelled out;
- C. affiliation(s) of author(s);
- D. footnotes to the contribution title;
- E. name, address, telephone and fax numbers, and email address of the corresponding author.

**ABSTRACT.** Each article is to be preceded by an abstract of up to 250 words that highlights the objectives, methods, results and conclusions of the paper.

**KEY WORDS.** To identify the subjects under which the article may be indexed, 6-10 key words should be provided.

**BODY.** Typically this will include the following sections: Introduction, Materials and Methods, Results, Discussion. For shorter papers, Results and Discussion may be combined into a single section.

### **Other details**

**REFERENCES.** In the text, references to the literature should be by author and year; where there are two authors, both should be named; with three or more only the first author's name plus "et al." need be given. The list at the end of the paper should include only works mentioned in the text and should be arranged alphabetically by the name of the first author. References should be cited as follows:

**Journal papers**—name(s) and initial(s) of author(s), year in brackets, full title, name of the journal as abbreviated in Chemical Abstracts, volume number, first and last page numbers:

Quiring R, Walldorf V, Kloter V, et al. (1994). Homology of the eyeless gene of *Drosophila* to the small gene in mice and aniridia in humans, *Science* 265:785-789

**Books**—name(s) of author(s), year in brackets, full title, edition, publisher, place of publication, page number:

Malzels N, Wetner AM (1993) The genomic tag hypothesis: modern viruses as molecular fossils of ancient strategies for genomic replication, In: Gesteland RF, Atkins JF (eds) *The RNA world*, Cold Spring Harbor Laboratory Press, New York, pp. 577-602 Li W-H (1997) *Molecular evolution* Sinauer Associates, Sunderland, MA

Responsibility for the accuracy of bibliographic references rests entirely with the author. Use as few "in press" citations as possible. In press citations must include the name of the journal that has accepted the paper.

**FIGURES.** These should be suitable for reproduction, and should clarify or shorten the text. Information provided in figure legends should not be repeated in the text. Figures and graphs should always be mentioned in the text and numbered with Arabic numerals. When submitting hard copies, each figure must be labeled on its back, indicating figure number, author name, and an indication of the top of the figure where necessary. Authors must provide EPS or TIFF files whenever possible, in addition to hard copies.

**COLOR FIGURES.** Color will be printed at the author's expense: US\$1,150 per article. Print Instructions will be sent after the article has been accepted. Figures will be reproduced in color online at no expense to the author. For production of the figures and illustrations of an accepted manuscript, the Springer production department requires electronically produced figures to be saved in either EPS (Encapsulated PostScript) or TIFF (Tag Image File Format) format. Most drawing programs (e.g. Adobe Illustrator, Deneba Canvas, CorelDraw) have a save-as-EPS option in their Save dialog box. Other information about EPS can be found at the Adobe website.

**Upload figures and illustrations separately from the text (i.e. files should not be integrated with the text files).** Unless the authors have specified they wish to pay for color, color figures and illustrations will be converted to grey scale for the print edition.

**MATHEMATICAL EQUATIONS.** These should be clearly prepared, and annotated if necessary. Differentiate legibly between number 1, capital letter I, and lower case letter l (i.e., use a serif font if possible). Use fractional exponents instead of root signs and the solidus (/) for fractions wherever their use saves vertical space. Use exp () notation when the exponent is sizable. All equations must be numbered sequentially, on the right-hand side of the column, in parenthetic Arabic numerals.

**FOOTNOTES.** Those in the text should be numbered consecutively. Footnotes to the title or authors are marked by asterisks and placed on the title page.

**COMPUTER SOFTWARE.** Any software referred to among methods used must be obtainable either commercially or upon request from the authors. In submitting a manuscript to the Journal, authors accept the obligation to furnish upon request any information necessary for reproducing the methodologies on which their results are based. The methods used for preparing and analyzing alignments must be stated precisely.

**ORGANISMS.** Must be identified by their scientific binomen.

**SEQUENCES.** Sequences that are used merely as data points in statistical calculations or graphs should, if possible, be referred to by their accession numbers only. Authors should be quoted by name when their sequences are discussed individually or presented in alignments.

**ABBREVIATIONS, SYMBOLS, UNITS, ETC.** Acronyms and symbols must be defined at first mention, in titles, abstracts, as well as within the text. For nomenclature, abbreviations, symbols and units, authors should follow internationally accepted rules, including those adopted by the Commission on Biochemical Nomenclature. Refer to a current issue of the journal for examples.

**REPRINTS.** Reprints may be ordered after the article has been accepted. Reprints ordered after publication are significantly more expensive.