Instructions for Contributors

Microscopy Today seeks interesting articles about development of new technologies and applications in all fields of microscopy and microanalysis. Since our readers represent a large number of microscopy subdisciplines, we ask that articles be written in a semi-tutorial or layman's style so microscopists from all backgrounds can appreciate the relevance of the material that is presented. In other words, prepare the article at the same academic level used if discussing it with a mixed group of microscopists at a meeting, rather than an advanced level used when giving a formal presentation in a discipline.

We encourage submission of articles from companies describing new developments and applications of their products but ask that commercialism, such as frequent use of the company or product name, be tempered as much as possible.

***Microscopy Today* Style Guide:** Except as noted below, guidelines concerning formatting and publication style are provided in the following: (a) *Chicago Manual of Style* and (b) *ACS Style Guide* by Coghill and Garsond, Oxford (2006).

- **Abbreviations, acronyms, and units**
  Each abbreviation should be written out in full the first time it is used followed by the acronym in parentheses. Universally used abbreviations, such as "µm" for micrometer, do not need to be written out. Use SI (metric) units.
- **References**
  Microscopy Today uses the numbered reference format where callouts in the text are in the form [7], and the reference list at the end of the article must be in numerical (not alphabetical) order as they are called out in the text. Format for the References section should be as follows:

  Journal
  - One author:
    - [7] F Von Zernike, *Physica* 1 (1934) 689–704
  - Two authors:
    - [7] P Van roy and DEG Briggs, *Nature* 473 (2011) 510–13
  - Three or more authors:
    - [7] MT Rossner et al., *CBE Views* 21(6) (1998) 187–92.

  Book
  - [7] MD Graef, *Introduction to Conventional Transmission Electron Microscopy*, Cambridge University Press, New York, 2003, pp. 42–44.

  Online
  - KP Hand et al., Project Engineering Team Report of the Europa Alander Science Definition Team (2017) https://europa.nasa.gov/resources/58/europa-lander-study-2016-report/

Types of Articles Published

- ***Regular*** articles are about 2,500 words with at least one figure for each 500 words and provide information about technical developments including instrumentation and applications. As *Microscopy Today* is a magazine-format publication, the

liberal use of relevant high-quality figures is encouraged. Regular articles are usually divided into the following sections:

- A mandatory ***Abstract*** is a brief summary of the article, containing about 100 words.
- Five ***Keywords*** are required to provide an idea of the topics discussed in the article.
- The ***Introduction*** should give any microscopist enough background to understand the meaning and importance of the new development or experiments, along with some key references to previous or related work.
- The ***Methods and Materials*** section should describe the instruments and techniques used in accomplishing the study. If the article is about new developments, details about the equipment or procedures should be provided.
- The ***Results*** should describe the new technology and/or data using descriptions augmented with figures and tables.
- The ***Discussion*** should state how this work compares with previous work, mention limitations to the work, and discuss future studies that might take the work further.
- A ***Conclusion*** should summarize the article without including new ideas or data.
- Most articles also include an ***Acknowledgments*** section that recognizes those who helped the author(s), and any funding sources used to complete the work.
- A ***References*** section containing citations called out in the article should be placed at the end of the article.

- ***Feature and Review*** articles relate to a specific instrument or application of *general interest* to microscopists. These articles are usually about 3,500 words with 6 to 10 figures.
  - A mandatory ***Abstract*** is a brief summary of the article, containing about 100 words.
  - Five ***Keywords*** are required to provide an idea of the topics discussed in the article.
  - The ***Introduction*** should be a minireview of the subject literature that indicates how the present work relates to previous instruments, methods, or studies.
  - The organization of other sections in Feature and Review articles is not set and can have varying subheadings.

- ***Techniques (Protocol)*** articles are included in the Microscopy 101 department and provide details about common and new protocols for specimen processing and operation of instruments. These articles are approximately 2,000 words, but for large topics may be divided into two or more articles that appear in subsequent issues.
  - A mandatory ***Abstract*** is a brief summary of the article, containing about 100 words.

- Five ***Keywords*** are required to provide an idea of the topics discussed in the article.

- ***Microscopy Education and Outreach*** articles are approximately 2,000 words and include information about educational opportunities such as the use of online platforms and methods to provide education to individuals and groups that normally would not be in contact with the microscopy community**.** Examples might include topics such as Project Micro for elementary and middle school students.
  - A mandatory ***Abstract*** is a brief summary of the article, containing about 100 words.
  - Five ***Keywords*** are required to provide an idea of the topics discussed in the article

Opinion articles give microscopists an opportunity to say to our community what they believe should be said. The length of Opinion articles will be determined by the Editor-in-Chief.

Figures

- IF IMAGES DO NOT HAVE ACCEPTABLE RESOLUTION AND SHARPNESS, THIS COULD DELAY OR PREVENT PUBLICATION OF YOUR ARTICLE. The *Microscopy Today* digital edition provides a 5× magnification of all text and figures, which requires that all images and line art be sharp. Optimum reproduction for micrographs means the image should have at least 300 ppi at 88 mm (3.5 inches), our standard column width. Line art should be at least 600 ppi at 88 mm (3.5 inches) in order to appear sharp when magnified.
- **.psd files with layers intact is the preferred figure submission format**. Tagged Image File Format (TIFF) is also acceptable. Do not integrate figures into a Word or PowerPoint document.
- Please convert images to CMYK color space (as opposed to RGB) when possible. After conversion check that the blue in RGB is acceptably represented in CMYK.
- **The submitted image orientation** should be the same as intended for print.
- **Image Size/Crop:** Digital art files should be cropped to remove non-printing borders.
- **Lettering and axis labels** for graphs should remain legible when reduced to an image width of 84 mm. Letters within a word should not touch at this reduction.
- **Lines:** Lines or rules should not be defined as hairline width. The recommended minimum line width is .25 point when the file is supplied at the same size as the final print; thicker lines must be used if the figure is to be reduced.
- **Arrows** and other **identifying materials** on a figure must be large enough to be easily identified and contrast with the image so they are easily seen. Fonts (see next) for identifying structures must be the same for all figures.
- **Figure Numbers or Letters** should be capitalized in a 24 pt sans serif font, such as Arial, Helvetica or Calibri, and placed in the upper or lower left corner of the figure; placement must be consistent for all figures in the submission. The figure letter should contrast with the background. For example, if the background is dark

grey or black please use white lettering, and if light grey or white use black lettering.

- **SCALE BARS** or image width must be provided for all images. The length of a scale bar may appear on the image centered over the bar or may be included in the figure legend. This must be consistent for all figures in the submission.

Originality and Permissions

By submitting an article to *Microscopy Today*, the author warrants that the article is original or that the author has permission to use any copyrighted material. It is the author's responsibility to obtain all permissions needed, which must be provided in writing (or via email) from copyright holders, such as previous publishers. Conversely, *Microscopy Today* routinely grants permission, upon request, to any author seeking to use material appearing in the magazine for publication elsewhere.

Editing

Articles may be edited for space, language, or technical level. In all editing, we aim to preserve the accuracy of content. Use third person in the text; use of first person is acceptable in some cases (if cleared with the Editor in advance), but avoid use of the second person "you," "yours," etc. We will send the corresponding author the edited article for comment prior to publication.

Article Submission

If you have an idea for an article or would like more information about the technical specifications for submission, please contact the following:

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