

Guidelines for the submission of Review articles to *NPR*

Reviews are more comprehensive overviews of a topic or in-depth critiques of more specialist areas of work. There is no upper limit to the length of a Review, but please try to keep to the commissioned length. If you feel that your article will significantly exceed the commissioned length, please contact the Editorial Office.

Review articles in *NPR* are designed to give an interesting insight into the topic being discussed. Authors are encouraged to include their own perspective on developments, trends and future directions. Authors are asked to focus on the key developments that have shaped the topic, rather than give comprehensive accounts of everything which has occurred in the field. Listings style articles are generally not accepted by the journal.

The guidelines below summarise the formats that RSC staff require for the submission of Review articles to *Natural Product Reports*. Adherence to these guidelines will ensure the smooth processing of manuscripts, minimise delays at the review, editing and proofing stages, and ensure high-quality reproduction.

Submission of new manuscripts (for peer-review)

New manuscripts should be submitted as one complete Word or PDF file, with all graphics embedded, either in with the text, or all at the end. This also applies to manuscripts that are undergoing substantial revisions, and that will be subject to further peer-review (the editor will advise you if this is the case). We encourage authors to use the [RSC article template](#) to help you gauge your article's length.

Submission of revised manuscripts (not for peer-review)

Once the peer-review process is complete, and your manuscript has been recommended for publication subject to satisfactory revisions being made, please use the guidelines below when supplying your revised files:

- Please provide the manuscript as a single Word document using the "Article" [template](#). Graphics can be embedded in with the text, or placed all at the end.
- Please separately provide any ChemDraw files that correspond to the graphics in the text
- A short (~30 word) statement should be provided for printing in the contents pages. This should be accompanied by a colour graphic (8 cm wide x 4 cm high). These items can be supplied separately from the main manuscript.
- A biography (up to 100 words) should be provided for each author, together with photographs (up to 6 allowed in total). Photographs should be 4 cm wide x 5 cm high. These items can be supplied separately from the main manuscript.

Naming your graphics

Schemes and Figures

- For reaction schemes, retrosynthetic analyses, graphs, photographs, flowcharts, crystal/protein structures, etc.
- Citation in the text is required (e.g. "...as shown in Scheme 1").
- Captions are preferred; please provide all captions with the main text, not pasted into the graphic itself.

Unlabelled graphics

- For stand-alone structures with compound numbers.
- Citation in text is not possible, other than a mention of the relevant compound numbers.
- Captions are not permitted.
- Compound numbers should be in bold type, and closest to the structure they represent, but do not need to be directly underneath the structure.

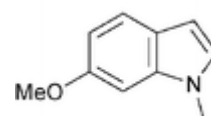
Preparing your graphics

Graphics not containing chemical structures may be submitted in any appropriate format at the size you wish them to appear in print; TIFs and JPEGs should ideally be 600 dpi resolution. For all graphics, the column widths are: 8.3 cm (1-column) and 17.1 cm (2-column), with a maximum height of 23.3 cm. Please bear these dimensions in mind when creating graphics, to make the best use of the space available. It is best to avoid alternating 1-column and 2-column graphics, as this can make optimisation of layout in the proof difficult.

If structures or schemes are included, authors should use the correct sizes and settings in order to maintain consistency. Any graphic containing only structures should be created using the ChemDraw [templates](#) provided, which automatically use the correct document settings. There are single column and double column versions available, which will help you to optimise the structure placement to fit within the final manuscript.

General guidance on structures and schemes:

- Width should be 8.3 cm (1-column) or 17.1 cm (2-column)
- Try to create graphics to fit these widths to avoid articles containing large amounts of white space
- Height should be a maximum of 23.3 cm
- Use solid or hatched wedges to depict stereochemistry
- It is important not to change the scale of a graphic to modify its width – this results in unevenly-sized graphics
- Recommended text size is Arial 7pt and bond lengths 0.43 cm



Submitting incorrectly-formatted files will result in a request from the handling editor to provide revised versions.

Unlabelled graphics:

To ensure that your article is as accessible as possible to the reader and has an effective layout, please use the following guidelines when preparing unlabelled graphics containing standalone structures:

- Use the single or double column Chemdraw template
- Structures should be divided into blocks and the maximum number of structures per block should be ~5
- Structures should be as close as possible to where they are mentioned in the text
- If the structures are not embedded in with the text, the position must be clearly indicated in the text, e.g. "Structures 1-5 here"
- Separate ChemDraw files should be provided for each block of structures, regardless of whether the structures are also present in the Word document

Useful links

- New and revised manuscripts can be submitted via your personal page at <http://mc.manuscriptcentral.com/np>
- Templates are available at: <http://www.rsc.org/Publishing/Journals/guidelines/AuthorGuidelines/AuthoringTools/Templates/index.asp>

Many thanks in advance for your cooperation.

If you have any questions about file types or formats, please contact the editorial office at npr@rsc.org, who will be happy to offer advice.

