

# Instructions for Authors

<b>TYPES OF PAPERS</b> .....	<b>3</b>
THE JCF WELCOMES HIGH QUALITY RESEARCH PAPERS PRESENTING NOVEL DATA IN THE FIELDS OF FOOD, FEED, COMMODITIES, CROP PROTECTION PRODUCTS, VETERINARY DRUGS, GENETIC ENGINEERING AND CONSUMER PROTECTION. AFTER PEER REVIEW, NEW DATA IN THESE AREAS ARE PUBLISHED AS <b>RESEARCH ARTICLES, SHORT COMMUNICATIONS</b> AND <b>METHODS</b> . RESEARCH PAPERS WILL BE ACCEPTED THAT HAVE NOT BEEN PUBLISHED PREVIOUSLY. THE JCF ALSO ACCEPTS <b>REVIEW ARTICLES</b> AFTER SUCCESSFUL PEER REVIEW. ....	3
THE JCF ALSO PUBLISHES <b>EDITORIALS, OPINION ARTICLES, ANNOUNCEMENTS AND REPORTS,</b> AND <b>EVENTS AND NEWS</b> WHICH ARE NOT UNDERGOING A PEER REVIEW. ....	3
ALL SUBMISSIONS IN JCF UNDERGO AN INITIAL EDITORIAL REVIEW. THE GENERAL FORMAT FOR ALL PEER REVIEW MANUSCRIPT TYPES IS IDENTICAL BUT VARIES FOR EDITORIALS, OPINION ARTICLES, ANNOUNCEMENTS AND REPORTS, AND EVENTS AND NEWS. THE SELECTION IS BASED ON THE CONTENT OF THE MANUSCRIPT AND WILL BE DECIDED BY THE EDITORIAL OFFICE. HOWEVER, AUTHORS ARE INVITED TO SELECT AN APPROPRIATE TYPE OF PAPER AND DRAFT THE MANUSCRIPT ACCORDING TO THE LISTED CRITERIA. DUE TO LIMITED SPACE IN JCF, ALL MANUSCRIPT TYPES ARE ALSO LIMITED IN TERMS OF THEIR LENGTH. ....	3
<b>GENERAL FORMAT FOR PEER REVIEW ARTICLES</b> .....	3
<b>GENERAL INFORMATION FOR EDITORIAL, OPINION ARTICLES, ANNOUNCEMENTS AND REPORTS, AND EVENTS AN NEWS SECTIONS</b> .....	4
<b>EDITORIAL PROCEDURES</b> .....	<b>5</b>
EDITORIAL POLICY .....	5
<b>MANUSCRIPT SUBMISSION</b> .....	<b>5</b>
MANUSCRIPT SUBMISSION .....	5
PERMISSIONS .....	5
ONLINE SUBMISSION .....	6
<b>AUTHORSHIP POLICY</b> .....	<b>6</b>
<b>SPECIFIC REMARKS</b> .....	<b>6</b>
<b>ENGLISH LANGUAGE SUPPORT</b> .....	<b>6</b>
<b>TITLE PAGE</b> .....	<b>7</b>
TITLE PAGE .....	7
ABSTRACT .....	7
KEYWORDS .....	7
<b>TEXT</b> .....	<b>7</b>
TEXT FORMATTING .....	7
HEADINGS .....	8
ABBREVIATIONS .....	8
FOOTNOTES .....	8
ACKNOWLEDGMENTS .....	8
<b>SCIENTIFIC STYLE</b> .....	<b>8</b>
<b>REFERENCES</b> .....	<b>8</b>
CITATION .....	8
REFERENCE LIST .....	8
<b>TABLES</b> .....	<b>9</b>

<b>ARTWORK AND ILLUSTRATIONS GUIDELINES .....</b>	<b>10</b>
ELECTRONIC FIGURE SUBMISSION .....	10
<i>Line Art</i> .....	10
<i>Halftone Art</i> .....	11
<i>Combination Art</i> .....	11
<i>Color Art</i> .....	12
<i>Figure Lettering</i> .....	12
<i>Figure Numbering</i> .....	12
FIGURE CAPTIONS .....	12
FIGURE PLACEMENT AND SIZE .....	12
PERMISSIONS .....	13
ACCESSIBILITY .....	13
<b>ELECTRONIC AND SUPPLEMENTARY MATERIAL.....</b>	<b>13</b>
SUBMISSION .....	13
AUDIO, VIDEO, AND ANIMATIONS.....	13
TEXT AND PRESENTATIONS .....	14
SPREADSHEETS .....	14
SPECIALIZED FORMATS.....	14
COLLECTING MULTIPLE FILES .....	14
NUMBERING .....	14
CAPTIONS .....	14
PROCESSING OF SUPPLEMENTARY FILES .....	14
ACCESSIBILITY .....	14
<b>CONFLICT OF INTEREST .....</b>	<b>15</b>
<b>RESEARCH DATA POLICY .....</b>	<b>15</b>
<b>AFTER ACCEPTANCE.....</b>	<b>15</b>
<b>OPEN CHOICE .....</b>	<b>16</b>
<b>ETHICAL RESPONSIBILITIES OF AUTHORS .....</b>	<b>17</b>
<b>COMPLIANCE WITH ETHICAL STANDARDS .....</b>	<b>18</b>
<b>DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST .....</b>	<b>19</b>
<b>RESEARCH INVOLVING HUMAN PARTICIPANTS AND ANIMALS.....</b>	<b>20</b>
1. STATEMENT OF HUMAN RIGHTS .....	20
2. STATEMENT ON THE WELFARE OF ANIMALS .....	20
<b>INFORMED CONSENT.....</b>	<b>21</b>

## Types of Papers

The JCF welcomes high quality research papers presenting novel data in the fields of food, feed, commodities, crop protection products, veterinary drugs, genetic engineering and consumer protection. After peer review, new data in these areas are published as **RESEARCH ARTICLES, SHORT COMMUNICATIONS** and **METHODS**. Research papers will be accepted that have not been published previously. The JCF also accepts **REVIEW ARTICLES** after successful peer review.

The JCF also publishes **EDITORIALS, OPINION ARTICLES, ANNOUNCEMENTS AND REPORTS**, and **EVENTS AND NEWS** which are not undergoing a peer review.

All submissions in JCF undergo an initial editorial review. The general format for all peer review manuscript types is identical but varies for Editorials, Opinion Articles, Announcements and Reports, and Events and News. The selection is based on the content of the manuscript and will be decided by the editorial office. However, authors are invited to select an appropriate type of paper and draft the manuscript according to the listed criteria. Due to limited space in JCF, all manuscript types are also limited in terms of their length.

### General format for peer review articles

Manuscript sections should be presented in the following order:

Title page with abstract and keywords,

Introduction,

Material and methods (except for Short Communications),

Results

Discussion (or Results and discussion in one section)

Conclusions,

Acknowledgment,

References,

Tables, Figure legends and Figures.

German articles should contain an English title, abstract, and keywords.

**Important:** Data that are not essential for understanding the content of the paper should be included only as supplementary data.

**RESEARCH ARTICLES** (original research, peer-reviewed) generally contain extensive advances and/or analyses. The maximal length is 28,000 characters including spaces and references but without tables and figures. The abstract should contain no more than 250 words (self-explanatory and without abbreviations). The reference list should have maximally 50 citations.

**SHORT COMMUNICATIONS** (original research, peer-reviewed) are concise and independent short articles representing new significant contributions. The maximal length is 14,000 characters including spaces, tables, figures and references. The abstract should contain no more than 150 words (self-explanatory and without abbreviations). The reference list should have maximally 10 citations. No sub-structures (sub-headings) are permitted. Data concerning materials and methods should be included as supplementary data.

**METHODS** (original research, peer-reviewed) are manuscripts focusing on novel methodology. The maximal length is 21,000 characters including spaces and references but without tables and figures. The abstract should contain no more than 150 words (self-explanatory and without abbreviations)

**REVIEW ARTICLES** (peer-reviewed) including meta-analyses are critical evaluations of material that has previously been published. The maximal length is 35,000 characters including spaces and references but without tables and figures. The abstract should contain no more than 250 words (self-explanatory and without abbreviations). An appropriate chapter structure should be given. No supplementary data is permitted.

### **General information for Editorial, Opinion articles, Announcements and Reports, and Events and News sections**

Editorial, Opinion Articles, Announcements and Reports, and Events and News sections feature lively articles that present the author's opinion and insights regarding current research or other topics of interest to scientists and/or administration staff. The articles and content can either be invited by the Editors or unsolicited manuscripts; suggestions for topics and authors are welcomed. The editorial office of JCF decides about acceptance, changes or rejection.

**EDITORIALS** are short, invited opinion pieces that discuss an issue of immediate importance to the research community. Editorials should have a maximum length of 8,000 characters (including spaces), no abstract, no more than five references, and no figures or tables.

**OPINION ARTICLES** present in-depth analysis of current issues such as policy, regulatory, educational, and legislative topics. Appropriate topics include discussions of methods, one or a cluster of recently published papers or a current research topic of great interest in which an author's perspective sheds an incisive light on key findings in research. Opinions should not exceed 15,000 characters including spaces in total (including abstract, main text, references and figure legends). They should have a short pithy title, a three-sentenced abstract, no more than 10 references, and one figure (with figure legend) or table.

**ANNOUNCEMENTS AND REPORTS** are short contributions concerning administrative surveillance or other administrative activities. The articles can also spotlight recent research findings or policy issues related to a research field and should inform our interdisciplinary readership about exciting scientific developments in the author's area of expertise. The maximal length is 18,000 characters (including spaces, abstract, main text, references and figure legend). They should have a short

pithy title, abstract of 100 words or less, no more than 15 references, and 1 or 2 figures (with figure legends) or tables.

**EVENTS AND NEWS** are various contributions that discuss meeting highlights or books. Maximal length is 10,000 characters (including space characters abstract, main text, references). They should have a short pithy title, a three-sentence abstract, no more than 5 references, and one figure (with figure legend) or table.

## Editorial Procedures

### Editorial Policy

The Journal of consumer protection and food safety (JCF) reports consumer protection related aspects from all fields of food and feed, crop protection compounds, veterinary drugs and gene technology. Contributions must be of general interest and not only addressed to a specialized readership. JCF encourages contributions with an interdisciplinary approach.

JCF accepts

- problem-oriented full-length research papers,
- concise review articles,
- short communications,
- methods,
- opinion articles,
- editorial, commentaries, announcements and reports, events and news.

Contributions from all over the world are welcome and will be published in English or German. Evaluation of the contributions is conducted by reviewers and the editor decides about acceptance, changes or rejection. No changes will be made without the approval of the author.

## Manuscript Submission

### Manuscript Submission

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all co-authors, if any, as well as by the responsible authorities – tacitly or explicitly – at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

### Permissions

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

## Online Submission

Please follow the hyperlink "[Submit Online](#)" and upload all of your manuscript files following the instructions given on the screen.

Please ensure you provide all relevant editable source files. Failing to submit these source files might cause unnecessary delays in the review and production process.

## **Authorship Policy**

Authorship should incorporate and should be restricted to those who have contributed substantially to the work in one or more of the following categories:

- Conceived of or designed study
- Performed research
- Analyzed data
- Contributed new methods or models
- Wrote the paper

## **Specific Remarks**

Reviewers

You can make suggestions for colleagues that are capable of reviewing your manuscript; you have also the opportunity to exclude reviewers.

## **English Language Support**

For editors and reviewers to accurately assess the work presented in your manuscript you need to ensure the English language is of sufficient quality to be understood. If you need help with writing in English you should consider:

- Asking a colleague who is a native English speaker to review your manuscript for clarity.
- Visiting the English language tutorial which covers the common mistakes when writing in English.

Using a professional language editing service where editors will improve the English to ensure that your meaning is clear and identify problems that require your review. Two such services are provided by our affiliates Nature Research Editing Service and American Journal Experts. Springer authors are entitled to a 10% discount on their first submission to either of these services, simply follow the links below

- [English language tutorial](#)
- [Nature Research Editing Service](#)
- [American Journal Experts](#)

Please note that the use of a language editing service is not a requirement for publication in this journal and does not imply or guarantee that the article will be selected for peer review or accepted.

If your manuscript is accepted it will be checked by our copyeditors for spelling and formal style before publication.

## **Title Page**

### Title Page

The title page should include:

- The name(s) of the author(s)
- A concise and informative title
- The affiliation(s) and address(es) of the author(s)
- The e-mail address, telephone and fax numbers of the corresponding author
- If available, the 16-digit ORCID of the author(s)

### Abstract

Please provide an abstract with a length as specified for each sections. The abstract should not contain any undefined abbreviations or unspecified references.

### Keywords

Please provide 4 to 6 keywords which can be used for indexing purposes.

### Specific Remarks to Abstract

- For all authors submitting in German, please provide the title, abstract and keywords in both German and English (except for, commentaries, reports, official announcements, events and news).
- Please do not submit machine-generated translations.

## **Text**

### Text Formatting

- Manuscripts should be submitted in Word.
- Use a normal, plain font (e.g., 10-point Times Roman) for text. Use italics for emphasis.
- Use the automatic page numbering function to number the pages.
- Do not use field functions.
- Use tab stops or other commands for indents, not the space bar.
- Use the table function, not spreadsheets, to make tables.
- Use the equation editor or MathType for equations.
- Save your file in docx format (Word 2007 or higher) or doc format (older Word versions).

Manuscripts with mathematical content can also be submitted in LaTeX.

## Headings

Please use the decimal system of headings with no more than three levels.

## Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

## Footnotes

Footnotes can be used to give additional information, which may include the citation of a reference included in the reference list. They should not consist solely of a reference citation, and they should never include the bibliographic details of a reference. They should also not contain any figures or tables. Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data). Footnotes to the title or the authors of the article are not given reference symbols.

Always use footnotes instead of endnotes.

## Acknowledgments

Acknowledgments of people, grants, funds, etc. should be placed in a separate section on the title page. The names of funding organizations should be written in full.

## **Scientific Style**

- Please always use internationally accepted signs and symbols for units (SI units).
- Genus and species names should be in italics.
- Generic names of drugs and pesticides are preferred; if trade names are used, the generic name should be given at first mention.

## **References**

### Citation

Cite references in the text by name and year in parentheses. Some examples:

- Negotiation research spans many disciplines (Thompson 1990).
- This result was later contradicted by Becker and Seligman (1996).
- This effect has been widely studied (Abbott 1991; Barakat et al. 1995; Kelso and Smith 1998; Medvec et al. 1999).

### Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works



should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list.

Reference list entries should be alphabetized by the last names of the first author of each work.

- Journal article  
Gamelin FX, Baquet G, Berthoin S, Thevenet D, Nourry C, Nottin S, Bosquet L (2009) Effect of high intensity intermittent training on heart rate variability in prepubescent children. *Eur J Appl Physiol* 105:731-738. doi: 10.1007/s00421-008-0955-8  
Ideally, the names of all authors should be provided, but the usage of “et al” in long author lists will also be accepted:  
Smith J, Jones M Jr, Houghton L et al (1999) Future of health insurance. *N Engl J Med* 965:325–329
- Article by DOI  
Slifka MK, Whitton JL (2000) Clinical implications of dysregulated cytokine production. *J Mol Med*. doi:10.1007/s001090000086
- Book  
South J, Blass B (2001) *The future of modern genomics*. Blackwell, London
- Book chapter  
Brown B, Aaron M (2001) The politics of nature. In: Smith J (ed) *The rise of modern genomics*, 3rd edn. Wiley, New York, pp 230-257
- Online document  
Cartwright J (2007) Big stars have weather too. IOP Publishing PhysicsWeb. <http://physicsweb.org/articles/news/11/6/16/1>. Accessed 26 June 2007
- Dissertation  
Trent JW (1975) *Experimental acute renal failure*. Dissertation, University of California

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations, see ISSN LTWA

([http://images.webofknowledge.com/WOK46/help/WOS/A\\_abrvit.html](http://images.webofknowledge.com/WOK46/help/WOS/A_abrvit.html)).

If you are unsure, please use the full journal title.

For authors using EndNote, Springer provides an output style that supports the formatting of in-text citations and reference list.

Reference Manager

Please find below Output Styles for manuscripts in German and English:

## Tables

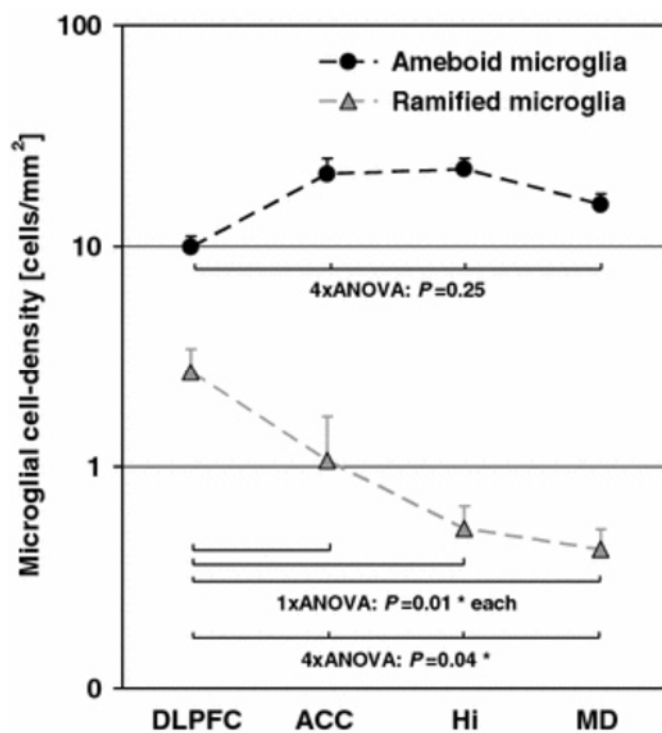
- All tables are to be numbered using Arabic numerals.
- Tables should always be cited in text in consecutive numerical order.
- For each table, please supply a table caption (title) explaining the components of the table.
- Identify any previously published material by giving the original source in the form of a reference at the end of the table caption.
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

# Artwork and Illustrations Guidelines

## Electronic Figure Submission

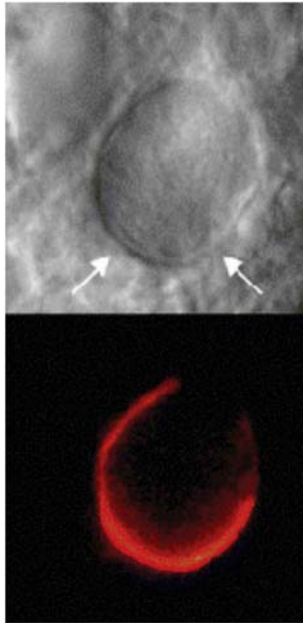
- Supply all figures electronically.
- Indicate what graphics program was used to create the artwork.
- For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MSOffice files are also acceptable.
- Vector graphics containing fonts must have the fonts embedded in the files.
- Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

## Line Art



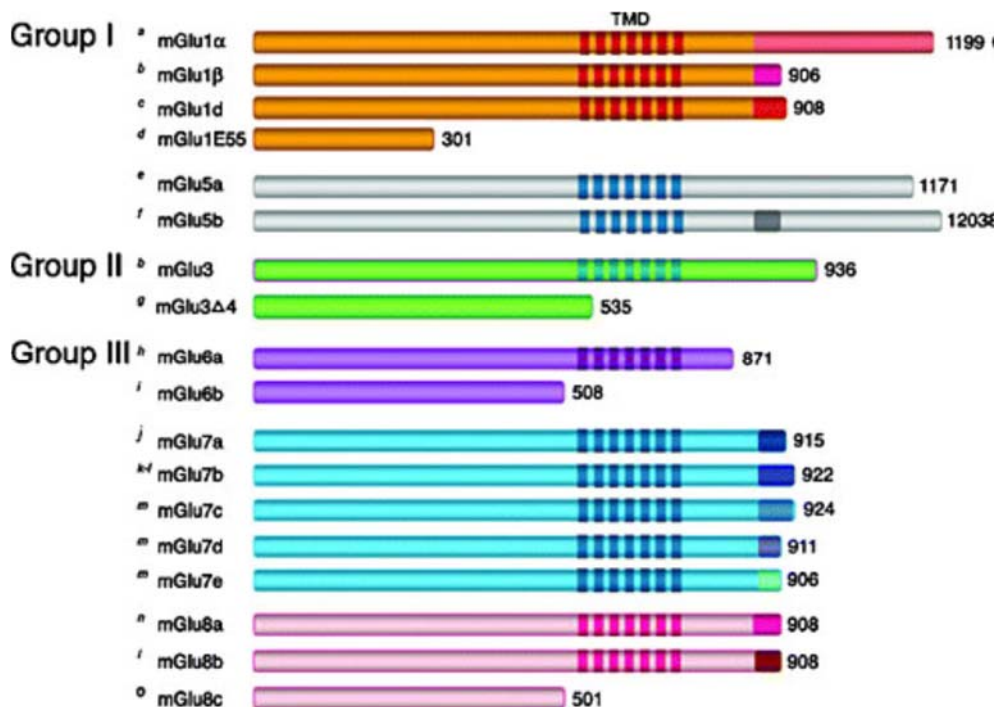
- Definition: Black and white graphic with no shading.
- Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
- All lines should be at least 0.1 mm (0.3 pt) wide.
- Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.
- Vector graphics containing fonts must have the fonts embedded in the files.

## Halftone Art



- Definition: Photographs, drawings, or paintings with fine shading, etc.
- If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves.
- Halftones should have a minimum resolution of 300 dpi.

## Combination Art



- Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive lettering, color diagrams, etc.
- Combination artwork should have a minimum resolution of 600 dpi.

## Color Art

- Color art is free of charge for online publication.
- If black and white will be shown in the print version, make sure that the main information will still be visible.
- Many colors are not distinguishable from one another when converted to black and white.
- A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.
- If the figures will be printed in black and white, do not refer to color in the captions.
- Color illustrations should be submitted as RGB (8 bits per channel).

## Figure Lettering

- To add lettering, it is best to use Helvetica or Arial (sans serif fonts).
- Keep lettering consistently sized throughout your final-sized artwork, usually about 2–3 mm (8–12 pt).
- Variance of type size within an illustration should be minimal, e.g., do not use 8-pt type on an axis and 20-pt type for the axis label.
- Avoid effects such as shading, outline letters, etc.
- Do not include titles or captions within your illustrations.

## Figure Numbering

- All figures are to be numbered using Arabic numerals.
- Figures should always be cited in text in consecutive numerical order.
- Figure parts should be denoted by lowercase letters (a, b, c, etc.).
- If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be numbered separately. Figure

## Figure Captions

- Each figure should have a concise caption describing accurately what the figure depicts. Include the captions in the text file of the manuscript, not in the figure file.
- Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs. Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.

## Figure Placement and Size

- Figures should be submitted separately from the text, if possible.
- When preparing your figures, size figures to fit in the column width.
- For large-sized journals the figures should be 84 mm (for double-column text areas), or 174 mm (for single-column text areas) wide and not higher than 234 mm.

- For small-sized journals, the figures should be 119 mm wide and not higher than 195 mm.

## Permissions

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that Springer will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.

## Accessibility

In order to give people of all abilities and disabilities access to the content of your figures, please make sure that

- All figures have descriptive captions (blind users could then use a text-to-speech software or a text-to-Braille hardware)
- Patterns are used instead of or in addition to colors for conveying information (colorblind users would then be able to distinguish the visual elements)
- Any figure lettering has a contrast ratio of at least 4.5:1

## **Electronic and Supplementary Material**

Springer accepts electronic multimedia files (animations, movies, audio, etc.) and other supplementary files to be published online along with an article or a book chapter. This feature can add dimension to the author's article, as certain information cannot be printed or is more convenient in electronic form.

Before submitting research datasets as electronic supplementary material, authors should read the journal's Research data policy. We encourage research data to be archived in data repositories wherever possible.

## Submission

- Supply all supplementary material in standard file formats.
- Please include in each file the following information: article title, journal name, author names; affiliation and e-mail address of the corresponding author.
- To accommodate user downloads, please keep in mind that larger-sized files may require very long download times and that some users may experience other problems during downloading.

## Audio, Video, and Animations

- Resolution: 16:9 or 4:3
- Maximum file size: 25 GB
- Minimum video duration: 1 sec
- Supported file formats: avi, wmv, mp4, mov, m2p, mp2, mpg, mpeg, flv, mxf, mts, m4v, 3gp

## Text and Presentations

- Submit your material in PDF format; .doc or .ppt files are not suitable for long-term viability.
- A collection of figures may also be combined in a PDF file.

## Spreadsheets

- Spreadsheets should be submitted as .csv or .xlsx files (MS Excel).

## Specialized Formats

Specialized format such as .pdb (chemical), .wrl (VRML), .nb (Mathematica notebook), and .tex can also be supplied.

## Collecting Multiple Files

- It is possible to collect multiple files in a .zip or .gz file.

## Numbering

- If supplying any supplementary material, the text must make specific mention of the material as a citation, similar to that of figures and tables.
- Refer to the supplementary files as “Online Resource”, e.g., "... as shown in the animation (Online Resource 3)", "... additional data are given in Online Resource 4”.
- Name the files consecutively, e.g. “ESM\_3.mpg”, “ESM\_4.pdf”.

## Captions

For each supplementary material, please supply a concise caption describing the content of the file.

## Processing of supplementary files

- Electronic supplementary material will be published as received from the author without any conversion, editing, or reformatting.

## Accessibility

In order to give people of all abilities and disabilities access to the content of your supplementary files, please make sure that

- The manuscript contains a descriptive caption for each supplementary material
- Video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk)

## Conflict of Interest

All benefits in any form from a commercial party related directly or indirectly to the subject of this manuscript or any of the authors must be acknowledged. For each source of funds, both the research funder and the grant number should be given. This note should be added in a separate section before the reference list. If no conflict exists, authors should state: The authors declare that they have no conflict of interest.

## Research Data Policy

The journal encourages authors, where possible and applicable, to deposit data that support the findings of their research in a public repository. Authors and editors who do not have a preferred repository should consult Springer Nature's list of repositories and research data policy.

- [List of Repositories](#)
- [Research Data Policy](#)

General repositories - for all types of research data - such as figshare and Dryad may also be used.

Datasets that are assigned digital object identifiers (DOIs) by a data repository may be cited in the reference list. Data citations should include the minimum information recommended by DataCite: authors, title, publisher (repository name), identifier.

- [DataCite](#)

Springer Nature provides a research data policy support service for authors and editors, which can be contacted at [researchdata@springernature.com](mailto:researchdata@springernature.com).

This service provides advice on research data policy compliance and on finding research data repositories. It is independent of journal, book and conference proceedings editorial offices and does not advise on specific manuscripts.

- [Helpdesk](#)

## After Acceptance

Upon acceptance of your article you will receive a link to the special Author Query Application at Springer's web page where you can sign the Copyright Transfer Statement online and indicate whether you wish to order OpenChoice, offprints, or printing of figures in color.

Once the Author Query Application has been completed, your article will be processed and you will receive the proofs.

### Copyright transfer

Authors will be asked to transfer copyright of the article to the Publisher (or grant the Publisher exclusive publication and dissemination rights). This will ensure the widest possible protection and dissemination of information under copyright laws.

### Offprints

Offprints can be ordered by the corresponding author.

### Color illustrations

Online publication of color illustrations is free of charge. For color in the print version, authors will be expected to make a contribution towards the extra costs.

### Proof reading

The purpose of the proof is to check for typesetting or conversion errors and the completeness and accuracy of the text, tables and figures. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor.

After online publication, further changes can only be made in the form of an Erratum, which will be hyperlinked to the article.

### Online First

The article will be published online after receipt of the corrected proofs. This is the official first publication citable with the DOI. After release of the printed version, the paper can also be cited by issue and page numbers.

## **Open Choice**

Open Choice allows you to publish open access in more than 1850 Springer Nature journals, making your research more visible and accessible immediately on publication.

Article processing charges (APCs) vary by journal – [view the full list](#)

Benefits:

- Increased researcher engagement: Open Choice enables access by anyone with an internet connection, immediately on publication.
- Higher visibility and impact: In Springer hybrid journals, OA articles are accessed 4 times more often on average, and cited 1.7 more times on average\*.
- Easy compliance with funder and institutional mandates: Many funders require open access publishing, and some take compliance into account when assessing future grant applications.

It is easy to find funding to support open access – please see our funding and support pages for more information.

\*) Within the first three years of publication. Springer Nature hybrid journal OA impact analysis, 2018.

- [Open Choice](#)
- [Funding and Support pages](#)

### Copyright and license term – CC BY

Open Choice articles do not require transfer of copyright as the copyright remains with the author. In opting for open access, the author(s) agree to publish the article under the Creative Commons Attribution License.

- [Find more about the license agreement](#)



## Ethical responsibilities of Authors

This journal is committed to upholding the integrity of the scientific record. As a member of the Committee on Publication Ethics (COPE) the journal will follow the COPE guidelines on how to deal with potential acts of misconduct.

Authors should refrain from misrepresenting research results which could damage the trust in the journal, the professionalism of scientific authorship, and ultimately the entire scientific endeavour. Maintaining integrity of the research and its presentation can be achieved by following the rules of good scientific practice, which include:

- The manuscript has not been submitted to more than one journal for simultaneous consideration.
- The manuscript has not been published previously (partly or in full), unless the new work concerns an expansion of previous work (please provide transparency on the re-use of material to avoid the hint of text-recycling (“self-plagiarism”).
- A single study is not split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time (e.g. “salami-publishing”).
- Concurrent or secondary publication is sometimes justifiable, provided certain conditions are met. Examples include: translations or a manuscript that is intended for a different group of readers.
- Results should be presented clearly, honestly, and without fabrication, falsification or inappropriate data manipulation (including image based manipulation). Authors should adhere to discipline-specific rules for acquiring, selecting and processing data.
- No data, text, or theories by others are presented as if they were the author’s own (‘plagiarism’). Proper acknowledgements to other works must be given (this includes material that is closely copied (near verbatim), summarized and/or paraphrased), quotation marks (to indicate words taken from another source) are used for verbatim copying of material, and permissions secured for material that is copyrighted.

### **Important note: the journal may use software to screen for plagiarism.**

- Authors should make sure they have permissions for the use of software, questionnaires/(web) surveys and scales in their studies (if appropriate).
- Authors should avoid untrue statements about an entity (who can be an individual person or a company) or descriptions of their behavior or actions that could potentially be seen as personal attacks or allegations about that person.
- Research that may be misapplied to pose a threat to public health or national security should be clearly identified in the manuscript (e.g. dual use of research). Examples include creation of harmful consequences of biological agents or toxins, disruption of immunity of vaccines, unusual hazards in the use of chemicals, weaponization of research/technology (amongst others).
- Authors are strongly advised to ensure the author group, the Corresponding Author, and the order of authors are all correct at submission. Adding and/or deleting authors during the revision stages is generally not permitted, but in some cases may be warranted. Reasons for changes in authorship should be explained in detail. Please note that changes to authorship cannot be made after acceptance of a manuscript.

\*All of the above are guidelines and authors need to make sure to respect third parties rights such as copyright and/or moral rights.

Upon request authors should be prepared to send relevant documentation or data in order to verify the validity of the results presented. This could be in the form of raw data, samples, records, etc. Sensitive information in the form of confidential or proprietary data is excluded.

If there is suspicion of misbehavior or alleged fraud the Journal and/or Publisher will carry out an investigation following COPE guidelines. If, after investigation, there are valid concerns, the author(s) concerned will be contacted under their given e-mail address and given an opportunity to address the issue. Depending on the situation, this may result in the Journal's and/or Publisher's implementation of the following measures, including, but not limited to:

- If the manuscript is still under consideration, it may be rejected and returned to the author.
- If the article has already been published online, depending on the nature and severity of the infraction:
  - an erratum/correction may be placed with the article
  - an expression of concern may be placed with the article
  - or in severe cases retraction of the article may occur.

The reason will be given in the published erratum/correction, expression of concern or retraction note. Please note that retraction means that the article is maintained on the platform, watermarked "retracted" and the explanation for the retraction is provided in a note linked to the watermarked article.

- The author's institution may be informed
- A notice of suspected transgression of ethical standards in the peer review system may be included as part of the author's and article's bibliographic record.

### **Fundamental errors**

Authors have an obligation to correct mistakes once they discover a significant error or inaccuracy in their published article. The author(s) is/are requested to contact the journal and explain in what sense the error is impacting the article. A decision on how to correct the literature will depend on the nature of the error. This may be a correction or retraction. The retraction note should provide transparency which parts of the article are impacted by the error.

### **Suggesting / excluding reviewers**

Authors are welcome to suggest suitable reviewers and/or request the exclusion of certain individuals when they submit their manuscripts. When suggesting reviewers, authors should make sure they are totally independent and not connected to the work in any way. It is strongly recommended to suggest a mix of reviewers from different countries and different institutions. When suggesting reviewers, the Corresponding Author must provide an institutional email address for each suggested reviewer, or, if this is not possible to include other means of verifying the identity such as a link to a personal homepage, a link to the publication record or a researcher or author ID in the submission letter. Please note that the Journal may not use the suggestions, but suggestions are appreciated and may help facilitate the peer review process.

## **Compliance with ethical standards**

To ensure objectivity and transparency in research and to ensure that accepted principles of ethical and professional conduct have been followed, authors should include information regarding sources of funding, potential conflicts of interest (financial or non-financial),

informed consent if the research involved human participants, and a statement on welfare of animals if the research involved animals.

Authors should include the following statements (if applicable) in a separate section entitled “Compliance with Ethical Standards” when submitting a paper:

- Disclosure of potential conflicts of interest
- Research involving Human Participants and/or Animals
- Informed consent

Please note that standards could vary slightly per journal dependent on their peer review policies (i.e. single or double blind peer review) as well as per journal subject discipline. Before submitting your article check the instructions following this section carefully.

The corresponding author should be prepared to collect documentation of compliance with ethical standards and send if requested during peer review or after publication.

The Editors reserve the right to reject manuscripts that do not comply with the above-mentioned guidelines. The author will be held responsible for false statements or failure to fulfill the abovementioned guidelines.

## Disclosure of potential conflicts of interest

Authors must disclose all relationships or interests that could have direct or potential influence or impart bias on the work. Although an author may not feel there is any conflict, disclosure of relationships and interests provides a more complete and transparent process, leading to an accurate and objective assessment of the work. Awareness of a real or perceived conflicts of interest is a perspective to which the readers are entitled. This is not meant to imply that a financial relationship with an organization that sponsored the research or compensation received for consultancy work is inappropriate. Examples of potential conflicts of interests **that are directly or indirectly related to the research** may include but are not limited to the following:

Research grants from funding agencies (please give the research funder and the grant number)

- Honoraria for speaking at symposia
- Financial support for attending symposia
- Financial support for educational programs
- Employment or consultation
- Support from a project sponsor
- Position on advisory board or board of directors or other type of management relationships
- Multiple affiliations
- Financial relationships, for example equity ownership or investment interest
- Intellectual property rights (e.g. patents, copyrights and royalties from such rights)
- Holdings of spouse and/or children that may have financial interest in the work

In addition, interests that go beyond financial interests and compensation (non-financial interests) that may be important to readers should be disclosed. These may include but are not limited to personal relationships or competing interests directly or indirectly tied to this research, or professional interests or personal beliefs that may influence your research.

The corresponding author collects the conflict of interest disclosure forms from all authors. In author collaborations where formal agreements for representation allow it, it is sufficient for

the corresponding author to sign the disclosure form on behalf of all authors. Examples of forms can be found [here](#).

The corresponding author will include a summary statement in the text of the manuscript in a separate section before the reference list, that reflects what is recorded in the potential conflict of interest disclosure form(s).

See below examples of disclosures:

- **Funding:** This study was funded by X (grant number X).
- **Conflict of Interest:** Author A has received research grants from Company A. Author B has received a speaker honorarium from Company X and owns stock in Company Y. Author C is a member of committee Z.

If no conflict exists, the authors should state: Conflict of Interest: The authors declare that they have no conflict of interest.

## Research involving human participants and animals

### 1. Statement of human rights

When reporting studies that involve human participants, authors should include a statement that the studies have been approved by the appropriate institutional and/or national research ethics committee and have been performed in accordance with the ethical standards as laid down in the 1964 Declaration of Helsinki and its later amendments or comparable ethical standards.

If doubt exists whether the research was conducted in accordance with the 1964 Helsinki Declaration or comparable standards, the authors must explain the reasons for their approach, and demonstrate that the independent ethics committee or institutional review board explicitly approved the doubtful aspects of the study.

If a study was granted exemption from requiring ethics approval, this should also be detailed in the manuscript (including the name of the ethics committee that granted the exemption and the reasons for the exemption).

Authors must - in all situations as described above - include the name of the ethics committee and the reference number where appropriate.

The following statements should be included in the text before the References section:

**Ethical approval:** "All procedures performed in studies involving human participants were in accordance with the ethical standards of the institutional and/or national research committee (include name of committee + reference number) and with the 1964 Helsinki declaration and its later amendments or comparable ethical standards."

### **Ethical approval retrospective studies**

Although retrospective studies are conducted on already available data or biological material (for which formal consent may not be needed or is difficult to obtain) ethical approval may be required dependent on the law and the national ethical guidelines of a country. Authors should check with their institution to make sure they are complying with the specific requirements of their country.

### 2. Statement on the welfare of animals

The welfare of animals used for research must be respected. When reporting experiments on animals, authors should indicate whether the international, national, and/or institutional guidelines for the care and use of animals have been followed, and that the studies have been approved by a research ethics committee at the institution or practice at which the studies were conducted (where such a committee exists).

For studies with animals, the following statement should be included in the text before the References section:

**Ethical approval:** “All applicable international, national, and/or institutional guidelines for the care and use of animals were followed.”

If applicable (where such a committee exists): “All procedures performed in studies involving animals were in accordance with the ethical standards of the institution or practice at which the studies were conducted.”

If articles do not contain studies with human participants or animals by any of the authors, please select one of the following statements:

- “This article does not contain any studies with human participants performed by any of the authors.”
- “This article does not contain any studies with animals performed by any of the authors.”
- “This article does not contain any studies with human participants or animals performed by any of the authors.”

## Informed Consent

All individuals have individual rights that are not to be infringed. Individual participants in studies have, for example, the right to decide what happens to the (identifiable) personal data gathered, to what they have said during a study or an interview, as well as to any photograph that was taken. Hence it is important that all participants gave their informed consent in writing prior to inclusion in the study. Identifying details (names, dates of birth, identity numbers and other information) of the participants that were studied should not be published in written descriptions, photographs, and genetic profiles unless the information is essential for scientific purposes and the participant (or parent or guardian if the participant is incapable) gave written informed consent for publication. Complete anonymity is difficult to achieve in some cases, and informed consent should be obtained if there is any doubt. For example, masking the eye region in photographs of participants is inadequate protection of anonymity. If identifying characteristics are altered to protect anonymity, such as in genetic profiles, authors should provide assurance that alterations do not distort scientific meaning.

The following statement should be included:

**Informed consent:** “Informed consent was obtained from all individual participants included in the study.”

If identifying information about participants is available in the article, the following statement should be included:

“Additional informed consent was obtained from all individual participants for whom identifying information is included in this article.”