

INSTRUCTIONS TO AUTHORS

CROATICA CHEMICA ACTA publishes *Original scientific papers, Notes, Preliminary communications, Author's reviews, Reviews, Feature articles, Conference papers and Data bank contributions* written in English, with an abstract in Croatian language. In the appendix the Journal publishes book reviews, obituaries and society news. The submission of the paper obliges the author not to submit the same material elsewhere.

Original scientific papers report unpublished results of original research. The papers have to contain all the necessary information to enable the reproduction of the described work.

Notes (short communications) include reports on shorter but completed research or descriptions of original laboratory techniques (methods, apparatus *etc.*). Notes should not exceed 1000 words.

Preliminary communications include preliminary results of greater importance which require rapid publication.

Author's reviews have to be original, concise, and critical surveys of a current research area in which the author himself is active. In such a review the role of the author's contributions in this field in the relation to other work, as well as his original views should be given.

Reviews are authoritative, critical reports on newer (last 5 to 10 years) developments and trends in specific research areas, aimed at providing the readers with an up-to-date information on its topic. As a rule, the reviews are written upon the invitation by the Editor.

Feature articles are concise reviews (not exceeding approx. 20 typewritten pages) of topics that are of special current interest, pointing to the basic directions in research and the existing controversies. The articles should be readable to non-specialists in the field. Feature articles are written on invitation of the Editorial Board.

Conference papers, previously reported at a congress, symposium, or summer school *etc.*, should be submitted by the Organizing Committee in the form of a complete manuscript of the Proceedings.

Data bank contributions contain new chemical and physical data in order to make them available for subsequent scientific interpretation and various practical uses. The reliability of the data reported in these contributions is of utmost importance, as is a very clear description of experimental and computational procedures.

The papers should be written in the shortest possible way the clearness permits. In the *introduction*, only the necessary minimum of previous work directly connected with the present one should be described. The aim of the research should also be given in the introduction.

The *experimental part* (description of materials and methods used) should be written as a separate section of the paper. Well known methods and techniques should not be described in detail, but only quoted by their names and/or references.

The description of experimental results and other data has to be very precise and clear. The results should preferably be given separately from the *discussion* (this rule need not be observed in notes and preliminary communications).

Original scientific papers, Conference papers and Notes are sent to two, *Preliminary communications, Feature articles and Data bank contributions* to one, *Reviews* and

Author's reviews to three referees. The referees are chosen among scientists active in the narrow field the paper belongs to. The authors may suggest the referees themselves, but the Editorial Board reserves the right to choose other referees who remain anonymous. Only papers with favourable reports are accepted for publication.

THE FORM OF THE MANUSCRIPT

The speed of publication depends on how closely the manuscript conforms with the rules given below. Manuscripts deviating largely from these rules (especially 12 ... 19) will be returned to the authors for correction.

1. The manuscript has to be submitted in triplicate, typed with double spacing on one side of format A4 (210 × 297 mm) paper with minimum 3 cm margins on each side. The pages and appendices must be numerated.
2. The manuscript must contain, each on a separate sheet of paper: a title page, an abstract in English language, an abstract in Croatian language, literature references, captions to figures (if there are any), and the full address of the author to whom correspondence should be sent.
3. The title page has to comprise the title of the paper, the name(s) of the author(s) (first name has to be spelt out), author's address, and a suggested running head of a maximum of 40 characters including spaces.
4. The abstract in English language should be written in the impersonal form and must not exceed 150 words. In the abstract the subject of the paper, essential results and conclusions must be given.
5. The abstract in Croatian language has to be written analogously as given above (under 4). When such an abstract is missing the Editorial Board will translate the original abstract into Croatian.
6. Internationally (IUPAC) approved and recommended symbols for physical quantities should preferably be used (I. Mills, T. Cvitaš, K. Homann, N. Kallay, and K. Kuchitsu, *Quantities, Units and Symbols in Physical Chemistry*, 2nd edition, Blackwell, Oxford 1993).
7. SI (Système International) units should be used and in particular the following units must be avoided: micron (μ), cycle per second (cps), cycle per minute (cpm), minute of arc ($''$), second of arc ($'$), gramme-equivalent per litre (N), calorie (cal_{th} , cal_{T}), torr (Torr), millimetre of mercury (mmHg), atmosphere (atm).
8. Decimal numbers in English texts must have decimal points, but in other languages decimal commas.
9. Double subscripts and superscripts should be avoided whenever possible. For example:
 Λ_{NO_3} is better written as $\Lambda(\text{NO}_3)$ and $\exp(\mu/RT)$ is better than $e^{\mu/RT}$ or $e^{\frac{\mu}{RT}}$.
10. The data for new compounds should be quoted as follows: yield, melting (boiling) point, UV absorptions, IR absorptions, NMR spectra, mass spectrum and elemental analysis, e. g.: 5 g (53%); m.p. 75–76 °C; UV(EtOH) λ_{max} 228 (lg ϵ 4.23); IR(KBr) ν_{max} : 1650 (CO) cm^{-1} ; $^1\text{H-NMR}$ (CDCl_3) δ : 4.51 (d, 1H, $J_{1,2} = 3.2$ Hz, H-3); $^{13}\text{C-NMR}$ (CDCl_3) δ : 160 (C-5); MS: m/z 150 (M^+), 140, 120.
Anal. Calcd. for $\text{C}_{18}\text{H}_{13}\text{N}_3\text{O}_5\text{S}$ ($M_r=383.38$): C 56.39, H 3.42, N 10.96, O 20.87, S 8.36%; found C 56.31, H 3.62, N 10.76, O 20.60, S 8.19%.
 When describing more than 4 or 5 compounds the data are best presented as a table.
11. Latin words should be italicized as for example *et al.*, *i e.*, *in vivo*, *ibid.*

12. Structural formulae of compounds should be drawn on separate sheets in black Indian ink and designated with arabic numerals (underlined). Their positions should be indicated in the text.
13. Figures and tables should be given separately and their approximate position in the text should be indicated.
14. Figures and tables should be completely intelligible without reference to the text.
15. The format of tables and figures should not exceed A4.
16. Large tables and computer programs will not be printed. They can be deposited at the Editorial Office. A mention of this should be made in the manuscript. This material will be available on request from the Editorial Office at a price covering only postal and administration costs.
17. In graphs and tables ratios of physical quantities and units should be used, for example: Temperature/K or *T/K instead of T[K] or T,K* (see under 6).
18. Illustrations (structural formulae, figures, graphs) must be suitable for direct reproduction (*e.g.* black Indian ink on white or tracing paper, good quality photographs *etc.*). Duplicates may be rough copies.
19. Particular attention should be paid to the ratio of the lettering size to the format of the figure in order to enable a reduction ratio of approximately 3 : 1.
20. It is recommended to authors reporting the results of crystal structure determinations to do it in agreement with the information given by the International Union of Crystallography in *Acta Cryst. C50* (1994) 145–159.
21. References should be numerated in the order they are cited in the text (use superscripts without parentheses). They should be cited as follows: name(s) of the author(s), comma, abbreviation of the journal, volume number, year of issue in parentheses, page.

For example:

N. Colocci and P. B. Dervan, *J. Amer. Chem. Soc.* **116** (1994) 785–786.

P. J. Garegg, T. Regberg, J. Stawinski, and R. Strömberg, *J. Chem. Soc. Perkin Trans. 1* (1987) 1269–1273.

Books and chapters in books should be cited as follows:

M. J. S. Dewar, *The Molecular Orbital Theory of Organic Chemistry*, New York, McGraw Hill, 1969, p. 442.

G. Pilcher, *Thermochemistry of Chemical Compounds*, in: H. A. Skinner (Ed.), *Thermochemistry and Thermodynamics*, Physical Chemistry Series One. Vol. 10. MTP, International Review of Science London, Butterworths, 1972, pp. 62–66.

22. In literature references, journal abbreviations should be those used by *Chemical Abstracts* [see *Chemical Abstracts Service Source Index (CASSI)* 1907–1989].
23. In the list of references the names of all authors should be given; the abbreviation *et al.* can be used in the text only.

MANUSCRIPT PRODUCTION FROM DISKETTE FILES

Authors are asked to supply their *revised* manuscript versions both in hardcopy and on PC-formatted diskette (text files and, separately, graphic files).

The preferred text-processors are: Win-Word, Word for DOS, Word Perfect and Wordstar (please, avoid ChiWriter and TeX). Include also the files containing computer generated graphics, of the following formats: CDR, GEM, HPGL, WMF, EPS, TIF, PCX, IMG. For large image files use one of the file compressing programs (ZIP, ARJ,

ZOO, LZH). The diskettes should be clearly labelled stating also the version of the program used. The manuscript version on the diskette must *exactly* match the final hardcopy version. All of the text and tabular material (if any) should be in a single file with the complete text first, followed by the tabular material. If tabular material is present, the column alignment should have been obtained with either the word-processing program's (column utility) or tabs or spaces, but not with a mixture of these. *Do not integrate any graphic material into this text file.* When preparing the manuscript text, use a simple, full-width format with no page-formatting other than margin definitions. Text must be unjustified. Do not insert spaces before punctuation. Carefully proofread the final copy for consistent notation and correct spelling.

Page proofs will be sent to the authors for correction. The proofs should be returned within 48 hours to the address given below.

Reprints. Authors of original scientific papers, notes, preliminary communications, reviews and author's reviews will receive 25 reprints without cover, free of charge. Additional reprints may be ordered at the time of returning the page proofs.

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