

INSTRUCTIONS TO AUTHORS

CROATICA CHEMICA ACTA publishes *original scientific papers, notes, preliminary communications, author's reviews*, and *conference papers* written in English, French, German or Russian with an abstract in one of the Yugoslav languages. In the appendix the Journal publishes *book reviews, obituaries, society news*, and the *bibliography* of chemical research papers for Croatia.

Original scientific papers report hitherto unpublished results of original research. The papers have to contain all the necessary information to enable the reproduction of described experiments. The acceptance of the paper obliges the author not to publish the same material elsewhere without the permission of the Editorial Board.

Notes (short communications) include reports on shorter but completed research or descriptions of original laboratory techniques (methods, apparatus *etc.*). Notes should not exceed 500 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.

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.

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 be therefore usually given separately from the discussion (this rule need not be applied in notes and preliminary communications).

Original scientific papers and notes are sent to two, preliminary communications to one and author's reviews to three referees. The referees are chosen among scientists active in the narrow field which 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 will be returned to the authors for retyping.

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 the language the paper is written in, an abstract in one of the Yugoslav languages, 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), author's address, and a suggested running head of a maximum of 40 characters including spaces.
4. The abstract in the language the paper is written in 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 one of the Yugoslav languages 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 approved and recommended symbols for physical quantities should preferably be used [*Croat. Chem. Acta* 44 (1972) C19; *Pure Appl. Chem.* 51 (1979) 1].
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), angström (\AA), calorie (cal_m , 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: $\Delta_{\text{NO}_3^-}$ is better written as $\Delta(\text{NO}_3^-)$, and $\exp(\alpha/RT)$ is better than $e^{\alpha/RT}$ or $e^{\frac{\alpha}{RT}}$.
10. The analyses of organic compounds are given in the following way:

Anal. Calcd. for C₁₈H₁₃N₃O₅S (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%.

or in tables when describing a larger number of compounds.
11. Latin words should be underlined as for example *et al.*, *i. e.*, *in vivo*, *ibid.*
12. Structural formulae of compounds should be drawn on separate sheet(s) in black Indian ink and designated with arabic numerals (underlined). Their position(s) 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. Only exceptionally the format A3 for tables will be accepted.
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 as for example: Temperature/K or T/K instead of T[K] or T,K [*Croat. Chem. Acta* 44 (1972) C19].
18. Illustrations must be of such a quality as to be suitable for 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. Organic structural formulae should be drawn clearly but in such a way to use the minimum space necessary and lines which are vertical, horizontal or at an angle of 45° whenever possible.

21. References should be numerated in the order they are cited in the text. 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:

R. Porter, T. J. Marks, and D. F. Shriver, *J. Amer. Chem. Soc.* **95** (1973) 3548.

B. C. Challis and E. M. Millar, *J. Chem. Soc. Perkin Trans. II* (1972) 1618.

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. The names of journals should be abbreviated according to *ACCESS*, 1969 edition, published by the Chemical Abstracts Service.
23. In the list of references the names of all authors should be given; *et al.* can be used in the text only.
24. The following characters should be used for points in diagrams:
○, ●, □, ■, △, ▲, ⊙, ◻.

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Reprints. Authors of original scientific papers, notes, preliminary communications, and author's review will receive 50 reprints without cover, free of charge. Additional reprints may be ordered at the time of returning the page proofs.

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