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## INSTRUCTIONS TO AUTHORS

### SUBMISSION

1. Actas de Bioquímica is primarily concerned with the publication of complete transcripts of the lectures, conferences and other studies presented in Advanced Post-Graduate Courses or in Scientific Symposia organized, partly or entirely by the Institute of Chemical Biopathology (ex Institute of Biochemistry), Faculty of Medicine, University of Lisbon. Original or review articles and other scientific contributions in the field of Basic and Pathological Biochemistry may also be included.
2. Only contributions prepared and submitted as optic version (PDF), will be accepted.
3. Contributions to this publication are printed free of charge. The accepted manuscript should not be republished in the same or similar form without the written consent of the publisher.
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5. All submitted manuscripts are subjected to editorial review and approval. The decision to publish is dependent on the scientific merit of the contributions.
6. Texts must be written in Portuguese, English or French. An additional English version of the abstract is required, in the case of papers written in languages other than English. In case of contributions from a meeting, the texts must be written in the language previously agreed.
7. All scientific contributions, including manuscript submission and further correspondence should be addressed by e. mail to the editor (jsilva@fm.ul.pt)

Some recommendations for the preparation of the manuscript

- a) **Typing material.** Special care should be taken to ensure that symbols, superscripts or subscripts are legible and do not overlap adjacent lines. All formulae and equations should be precisely and carefully arranged.
- b) **Typing area.** All tables and illustrations must be placed in position in the text, including the appropriate legends.
- c) **Major Headings.** All manuscripts, with the exception of reviews, should be arranged in the following sec-

- tions: Abstract, Introduction, Material and Methods, Results, Discussion, Acknowledgements and References. The major headings should be centered on the width of the typing-page, typed in capitals and underlined. Other subsidiary headings may be included to increase clarity, but should be in lower case letters and begin at the left hand margin. .
- d) **Title.** The title should be in capital letters, centered on the width of page 1. Author name(s) should be indicated by writing the first name (or initials) followed by the family name. In the next line(s), the name(s) and mailing address(es) of the institution(s) where the work was done should be mentioned.
- e) **Key words.** One or more key words (up to 5) must be provided by the authors *for* subject indexing. These key words should be placed as a footnote at **the bottom** of page I, and separated from the main text (although within the typing area) by 3 spaces and a short line immediately above. (e.g. key-words: membrane, lipids).
- f) **Abstract.** An abstract of no more than 150 words should state the objectives, the results and main conclusions of the presented work.
- g) **Main text.** The main text includes the above mentioned (in original articles) Introduction, Material and Methods, Results, Discussion and Acknowledgements sections. Proceed with the other major headings as in the Introduction section.
- h) **Tables.** The word "Table" (in capitals and followed by a Roman number) should be centered on the page. Each table should have a brief title to make its general meaning comprehensive without extensive reference to the text; explanatory remarks may be included in footnotes. The legend should be centered.
- i) **Illustrations.** All drawings, photos or graphs should be referred to as figures, numbered with Arabic numerals and cited in the text in consecutive order. Figures should be professionally drawn or photographed and submitted in the form of sharp, clear, glossy black and white prints. Negatives, photocopies, original ink drawings, roentgenograms or other original material will not be accepted. Figures and legends should preferably not exceed 2/3 of a page. The word "Figure" (in capitals) with the figure number should be on line with the legend. The whole text of the legends should consist of a single paragraph.
- j) **References.** The authors are responsible for the correctness of their references. Consecutive numbering in parentheses, eg, "(1,2)", should be used to indicate the references in the text. References should not exceed 20-25 in number for original contributions. A higher number of references may be considered for review articles. All references should appear at the end of the manuscript as a numbered list, and each reference should include the names of all authors ("et al" is not sufficient) in capital letters (surnames typed first, followed by the initials), full title of the paper, title of the journal (underlined and with accepted abbreviation), and year of publication volume number, first and last page numbers. References to books should include the

author's name in capitals, the word "In" (in the case of an article in a book), title (underlined and with first letter of main words capitalized), editor's name (if any), publisher's name, location and year of publication, an first and last page numbers (in the case of an article in a book). The expression "submitted for publication" will not be considered as a reference and should be placed in parentheses in the appropriate place the text.

Note the following examples:

(Journal) KARPATKIN, S. and SISKIND, G.W. In vitro detection of platelet antibody in patients with idiopathic thrombocytopenic purpura and systemic lupus erythematosus. *Blood* 1969; 33 795-812.

(Book) WHITHAM, R. Transport and Diffusion in Red Blood Cells. Edward Arnold Publisher Ltd, London, 1964.

(Article in a book) LESSIN, L.S. In Red Cell Shape. Bessis M., Weed R.I. and Leblond P.F. (eds), Springer Verlag, New York/ Heidelberg/ Berlin. 1973. pp 151-168.

- k) **Running title.** A running title of no more than 40 characters (including the spaces between words) and as close as possible to the topic of the

communication, should be provided by the author(s).

- l) **Footnotes.** Avoid footnotes as much as possible. When essential, they should be typed single-spaced at the foot of the appropriate page and separated from the text and a short line immediately above.
- m) **Pagination.** Each page of the manuscript should be numbered.
- n) **Proofs.** *Actas de Bioquímica* is directly reproduced from the manuscripts, so there are no proofs that can be corrected. For obvious reasons no changes can be made on manuscripts after their acceptance.
- o) **Short communications.** Manuscripts may be considered for rapid processing as short communications. In this case the author(s) may combine some of the sections normally included in a full paper and should not exceed 4 single spaced typed pages (including one figure or one table, legends and references). Follow all other instructions for regular manuscripts.
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Os editores expressam o seu reconhecimento a Laboratórios Angelini pelo subsídio para a publicação do presente volume.