

Instructions to Authors

Scope of Articles and Review Process

The *Journal of AOAC INTERNATIONAL* publishes articles that present, within the fields of interest of the Association: unpublished original research; new methods; further studies of previously published methods; background work leading to development of methods; compilations of authentic data of composition; technical communications; cautionary notes; comments on techniques, apparatus, and reagents; and invited reviews and features. Emphasis is on research and development of precise, accurate, sensitive methods for analysis of foods, food additives, supplements and contaminants, cosmetics, drugs, toxins, hazardous substances, pesticides, feeds, fertilizers, and the environment. The usual review process is as follows: (1) Author submits manuscript online; (2) AOAC editorial office transmits each submitted paper to appropriate subject matter editor, who solicits peer reviews; (3) editor sends e-mail to author for revision in response to reviewers' comments; editor accepts or rejects revision; and informs author and AOAC editorial office; (4) AOAC editorial staff edits accepted papers following the *Journal of AOAC INTERNATIONAL* style guide and transmits approved manuscripts to desktop publisher; (5) desktop publisher sends page proofs to author for final approval.

General Information

The *Journal of AOAC INTERNATIONAL* now has an online submission process. Please see <http://www.aoac.org/pubs/journal.htm> to submit. **Papers will NOT be accepted through mail or fax. Additional hardcopies are no longer necessary.** Please follow these instructions closely; doing so will save time and revision. For all questions of format and style not addressed in these instructions, consult recent issue of *Journal* or current edition of *Council of Science Editors Style Manual* (<http://www.councilscienceeditors.org/publications/style.cfm>). For describing collaborative studies, contact Robert Rathbone (+1-301-924-7077 x105, rrathbone@aoac.org) or Deborah McKenzie (+1-301-924-7077 x157, dmckenzie@aoac.org) for guidelines.

1. Write in clear, grammatical English.

2. Submit all the following mandatory information: (1) title; (2) all authors' full names (full first, middle initial if any, full last), addresses including mail codes, and corresponding author's e-mail address; (3) abstract; (4) text (introduction, method or experimental, results and/or discussion, acknowledgments, references); (5) figure captions; (6) foot-

notes; (7) tables with captions, 1 per page; and (8) figures (see instructions below).

3. Suggest at least 4 qualified reviewers, i.e., individuals engaged in or versed in research of the type reported.

4. Double space all materials. Do not right justify or use proportional spacing; avoid hyphenation.

5. If the Section Editor sends notification to author that changes are necessary, it is the author's responsibility to upload updated files per Section Editor's comments before approval is granted.

Format and Style

1. *Abstract*.—200 words. Provide specific information, not generalized statements.

2. *Text*.—Upload document or copy and paste into appropriate field. **Please send manuscript text as Word, WordPerfect, or txt file. Do NOT embed figures or tables in the document. Please include all figures with captions and tables at the end of the manuscript, following the references.**

Introduction.—Include information on why work was done, previous work done, use of compound, or process being studied.

Method or Experimental.—Consult recent issue of *Journal* for proper format. Separate special reagents/apparatus from details of procedure and list in sections with appropriate headings; avoid use of brand names. (Common reagents/apparatus or those that require no special treatment need not be listed separately.) Place detailed operations in separate sections with appropriate heading (e.g., *Preparation of Sample, Extraction, and Cleanup*). Include necessary calculations; number of significant figures must reflect accuracy of method. Use metric units for measurements of quantities wherever possible. Note hazardous and/or carcinogenic chemicals.

Results/Discussion.—Cite tables and figures consecutively in text with arabic numerals. **Do not** intersperse tables and figures in text.

Acknowledgments.—Give brief thanks (no social or academic titles) or acknowledge financial aid in this section.

References.—Submitted papers or unpublished oral presentations may not be listed as references; cite them in text as unpublished data or personal communications. Cite all references to previously published papers or papers in press in numerical order in text with number in parentheses on line (*not superscript*). List references numerically in *References* in exactly (arrangement, punctuation, capitalization, use of ampersand, etc.) the same styles of examples shown below or see recent issue of *Journal* for less often used types of entries. Fol-

low *Chemical Abstracts* for abbreviations of journal titles.

Journal Article Reference

- (1) Engstrom, G.W., Richard, J.L., & Cysewski, S.J. (1977) *J. Agric. Food Chem.* **25**, 833–836

Book Chapter Reference

- (1) Hurn, B.A.L., & Chantler, S.M. (1980) in *Methods in Enzymology*, Vol. 70, H. Van Vunakis & J.J. Langone (Eds), Academic Press, New York, NY, pp 104–142

Book Reference

- (1) Siegel, S. (1956) *Nonparametric Statistics for the Behavioral Sciences*, McGraw-Hill Book Co., New York, NY

Official Methods Reference

- (1) *Official Methods of Analysis* (2000) 17th Ed., AOAC INTERNATIONAL, Gaithersburg, MD, Method **2000.01**

3. *Tables*.—Please submit tables, preferably in Word or WordPerfect, in **table format**. Each “entry” must be in a cell of its own.

4. *Figures*.—Figures must be submitted in a graphic format, preferably .tif, however, .jpg and .gif are acceptable. Usually a minimum of 300 dots per inch is required for decent print quality. Each figure should be submitted as its own file. Figures should be in black and white or grayscale.

5. *Footnotes*.—Avoid use of footnotes to text. Include location/date of presentation, if appropriate; present address(es) of author(s); identification of corresponding author, if not senior author, proprietary disclaimers; institution journal series numbers.

6. *Copyright*.—Authors must print out, sign, and fax or mail the copyright form to AOAC INTERNATIONAL. This form can be found online during submission.

7. *Miscellaneous*.—Abbreviation for liter is L; abbreviation for micron is μ . Do not italicize common Latin expressions such as et al. and in vitro; for nomenclature of spectrometry, gas chromatography, and liquid chromatography, follow practice of American Society for Testing and Materials (in particular, do not use “high performance,” “high pressure,” or the abbreviation “HP” with “liquid chromatography”).

ANY FILES SUBMITTED INCORRECTLY WILL BE SENT BACK TO AUTHOR AND MAY DELAY PUBLICATION.