

## Notice to Authors of Papers for *The Journal of Physical Chemistry A/B*

Revised January 2006

### SUBMISSION OF MANUSCRIPTS

Manuscripts should be submitted via the Journals' secure manuscript submission Web sites:

JPCA: <http://pubs.acs.org/journals/jpcafh/index.html>

JPCB: <http://pubs.acs.org/journals/jpcbfk/index.html>

Platforms and word processing packages supported are

Microsoft Word  
MSWord 7.0 for Windows 95 or higher  
MSWord 98 for MacIntosh or higher  
PDF  
RTF  
TeX (including TeX tar and zip)  
LaTeX (including LaTeX tar and zip)  
PostScript

Security features limit access of a manuscript to those Editors and Reviewers to whom that manuscript is assigned.

All manuscripts must be accompanied by a **cover letter** that includes six specific points:

- manuscript title and Authors
- Corresponding Author's name, address, telephone and fax numbers, and e-mail address(es)
- designation of the Journal's subject category that best fits the manuscript (see list under Journal Scope in these instructions)
- explanation of the manuscript's significance, including its originality and its contribution to new knowledge in the field
- list of graphics to be published in color
- list of at least three recommended Reviewers for the manuscript; include the address, telephone and fax numbers, and e-mail address(es) for each suggested Reviewer

For submission of **hardcopy** manuscripts (which are being phased out), please contact the office of the Editor-in-Chief: [jphyschm@chem.northwestern.edu](mailto:jphyschm@chem.northwestern.edu).

These instructions for manuscript preparation and a copyright status form are printed in the first issue of each volume and are also available at the JPCA/B Web sites.

Authors whose manuscripts are published in the Journal will be expected to review manuscripts submitted by other researchers from time to time.

### JOURNAL SCOPE

*The Journal of Physical Chemistry A/B* is devoted to reporting new and original experimental and theoretical basic research of interest to physical chemists, biophysical chemists, and chemical physicists. Manuscripts that are essentially reporting data, applications of data, or reviews of the literature are, in general, not suitable for publication in JPCA/B. An important

criterion for acceptance is that the paper provides new physical chemistry insights.

#### Sections of JPCA

- A1 Dynamics and Relaxation
- A2 Spectroscopy, Gaseous Clusters, and Molecular Beams
- A3 Kinetics; Atmospheric and Environmental Physical Chemistry
- A4 Molecular Structure, Bonding, Quantum Chemistry, and General Theory
- A5 General Physical Chemistry

#### Sections of JPCB

- B1 Physical Chemistry of Materials: from Nanoparticles to Macromolecules
- B2 Physical Chemistry of Surfaces and Interfaces
- B3 Statistical Mechanics and Thermodynamics of Condensed Matter
- B4 Biophysical Chemistry
- B5 General Physical Chemistry

### MANUSCRIPT TYPES

**Articles** should report original research that is expected to have a definable impact on the advancement of science and technology. Manuscripts should cover their subjects with thoroughness and clarity but should be as concise as possible. Articles are scheduled for publication in the order of acceptance within limitations of available space.

**Letters** are short articles that report results whose immediate availability to the scientific community is deemed important. Letters are restricted to 2000 words or the equivalent (~8 double-spaced typewritten pages of text and 3–4 figures). A brief abstract of fewer than 200 words should be included. Letters may occasionally have a follow-up publication when the research is continued and a more complete account of the work is deemed necessary. Special efforts will be made to expedite the reviewing and the publication of Letters, and relatively short time is provided for proofreading the galley proofs. Thus, Authors should ensure that manuscripts are in final, error-free form when submitted. Letters must contain a table of contents graphic as part of the manuscript.

**Feature Articles** are usually published by invitation; however, Authors in important active research fields of interest to physical chemists are encouraged to propose such articles. Two-page proposals should be sent to the Editor-in-Chief for consideration. The Author should provide a clear, concise, and critical status report of the field as an Introduction to the article. The Author's own contribution and its relationship to other work in the field should constitute the main body of the article. Controversies, if they exist, should also be outlined. Possible future directions and the significance of the research area to the field of physical chemistry should be pointed out. Feature Articles are limited to ~8 printed pages (equivalent to ~40 pages of manuscript with figures, tables, references, and double-space-typed text). A brief biography for each Author of the Feature Article should be included. Corresponding Authors of Feature Articles will receive 100 free reprints of their article.

**Review Articles** on active and rapidly changing fields will be published. They will be approximately 8 pages long (~40 typed pages). Authors are encouraged to submit two-page proposals to the Editor-in-Chief for consideration. A brief biography for each Author of the Review Article should be included. Corresponding Authors of Review Articles will receive 100 free reprints of their article.

**Comments** include significant remarks on work previously published (usually in this JPCA/B) and are restricted to approximately one page (1000 words or equivalent) including tables, figures, and text. There is no abstract. Comments are subject to critical review. If the Comments are concerned with the work of other Authors, the Editors will generally permit these Authors to reply if approved by the Reviewers.

**Additions and Corrections** are Authors' corrections to printed manuscripts and are limited to the length required to correct the errors.

**Cover Art.** For Letters, Articles, Feature Articles, and Review Articles, color figures of important scientific impact (and aesthetic appeal) as judged by Reviewers and the Editor and requested by the Author will be placed on the cover free of charge.

**Special Issues.** JPCA/B publish a number of special issues throughout the year. These issues can be a Memorial, a Festschrift, or papers from a Symposium. Contact the office of the Editor-in-Chief for further information: jphyschm@chem.northwestern.edu.

## ETHICS

**Multiple Reporting of Research.** It is improper for an Author to submit manuscripts describing essentially the same research to more than one journal.

**Plagiarism.** The Editors of JPCA/B will not tolerate plagiarism. This includes the verbatim copying of previously published work from other Authors and by the same Author. Please contact the Editors if there are questions about avoiding plagiarism.

**Coauthorship.** The submitting Author must obtain consent of coauthorship from all Coauthors listed prior to submitting the manuscript and include as Coauthors all individuals who made significant scientific contributions to the work. Any disagreement between the Corresponding Author and Coauthor(s) after submission will cause review of the manuscript to cease. Removal or addition of Coauthor(s) after submission of the manuscript requires confirmation in writing by the respective Coauthor(s).

The complete Ethical Guidelines to Publication of Chemical Research are available via the Journals' home pages under "about the journal".

## EDITORIAL PEER REVIEW PROCESS

The Editors may exercise their prerogative to reject a manuscript without peer review if that paper is judged to be outside the scope of the Journals, poorly written or formatted, fragmentary and marginally incremental, or lacking in significance.

All manuscripts submitted are reviewed and handled by the Editor-in-Chief or assigned to one of the Senior Editors. The Senior Editor and local Editorial Assistant are then responsible for the assigned manuscripts, including acknowledging receipt,

evaluating the content of the paper, selecting Reviewers, monitoring the progress of the review process, evaluating the comments of Reviewers and forwarding them to the Authors for their response, communicating ultimate acceptance or rejection to the Corresponding Author, carrying out a final check of accepted manuscripts for appropriate format and style, and forwarding manuscripts to the publications office.

The Editors request the scientific advice of Reviewers who are active in the area of research covered by the manuscript. The Reviewers act only in an advisory capacity, and the final decision concerning a manuscript is the responsibility of the Editors. The Reviewers are asked to comment not only on the scientific content but also on the manuscript's suitability for JPCA/B. With respect to Letters, the Reviewers are asked to comment specifically on the urgency of publication. All reviews are anonymous, and the reviewing process is most effective if Reviewers do not reveal their identities to the Authors. An exception arises in connection with a manuscript submitted for publication in the form of a Comment on the work of another Author. Under such circumstances, the Author whose work is being commented on will, in general, be allowed to review the communication and to write a rebuttal if deemed necessary. The rebuttal and the original communication will be "refereed" and, if accepted, will be published together in the same issue.

A manuscript sent back to an Author for revision should be returned to the Editor without delay. Manuscripts that are not returned within 3 months will be inactivated by the Editor. When a manuscript is inactivated, it will no longer be available on your Paragon home page. When this occurs, the revised manuscript must be resubmitted as a new submission. The cover letter should indicate the previous JP number as well as respond to the comments of the Reviewers. The manuscript will be processed as a revision with a new JP number and date of submission.

Revised manuscripts are generally sent back to the original Reviewers, who are asked to comment on the revisions. If only minor revisions are involved, the Editor examines the revised manuscript in light of the recommendations of the Reviewers without seeking further opinions. A cover letter from the Author should accompany the revised manuscript in which a detailed account of how the Author has responded to the Reviewers' comments is given. The dates of receipt of the original and the revised manuscripts will both appear in publication.

Documents accepted for publication will be posted on Journals' ASAP Web sites as soon as they are ready for publication, that is, when the Authors' galley proof corrections have been made and all Author concerns are resolved. This can occur anywhere from 2 to 11 weeks in advance of the cover date of the printed issue. Authors should take this into account when planning their intellectual and patent activities related to a document. The actual date on which a document is posted on the Web is recorded in a separate line at the bottom of the first page of the document in the printed issue.

## MANUSCRIPT PREPARATION

**Manuscript Format.** Manuscripts must be prepared using accepted word-processing software, and all parts must be double-

spaced. All pages must be numbered consecutively starting with the title page and including tables and figures. A standard font, in a size of 12 points or greater, must be used. Templates are available at

<https://paragon.acs.org/paragon/index.jsp>

Click on [Download Manuscript Templates](#) under "Author Checklist". Instructions for software, including Tex/LaTeX, are available at

<https://paragon.acs.org/paragon/index.jsp>

Click on [Read Author Information](#) under "Author Checklist".

Standard American English usage is required. Authors who are not familiar with standard American English are urged to seek assistance; deficiencies in grammar may be a serious hindrance during the review process.

*The ACS Style Guide* (2nd ed., 1997; ISBN 0-8412-3462-0), available from Oxford University Press, Order Department, 201 Evans Road, Cary, NC 27513, provides a detailed treatment of the fundamentals of manuscript preparation. Refer to a current issue of the Journals for general style.

The various sections of the manuscript should be assembled in the following sequence:

- Title, authorship, and affiliations (single page)
- Author Biographies (Feature Articles & Review Articles)
- Abstract and Keywords (single page)
- Introduction
- Experimental Methods
- Results
- Discussion
- Conclusions
- Acknowledgment
- Supporting Information Description
- References
- Tables
- Figure Captions
- Figures
- Table of Contents Image (Letters only)
- (Supporting Information: A separate file)

**Title.** The title should be specific and informative. Keywords in the title assist in effective literature retrieval. The title, authorship, and institutional affiliations should be included on a single page.

**Authorship.** Be consistent in authorship designation on the manuscript and on all correspondence. First name, middle initial, and last name are generally adequate for correct identification, but omit titles. Give the complete mailing address of the institution where the work was conducted and identify the affiliation of each Author. If the current address of an Author is different, include it in a footnote on the title page. The Corresponding Author to whom inquiries about the paper should be addressed must be marked with an asterisk; provide the telephone and fax numbers and e-mail address of this correspondent.

**Author Biographies.** Feature Articles and Review Articles include a brief biography for each Author of the paper. Biographies should contain approximately four to five sentences describing the Author's education, previous and current positions, and scientific interests. Photograph(s) are optional but are welcome. Photos of Authors posed individually are acceptable; however, if more than five Authors wish to include photographs,

a group picture is required. Biographies are to be submitted as part of the manuscript (including photographs).

**Abstract.** Authors' abstracts are used directly for *Chemical Abstracts*. The abstract should be a clear, concise, one-paragraph summary, informative rather than descriptive, giving scope and purpose, experimental approach, significant results, and major conclusions. Write for literature searchers as well as Journal Readers.

**Keywords.** Identify four to six keywords to assist in indexing your paper, and list these on a separate line beginning with "Keywords" on the abstract page. Do not use words contained in the title.

**Introduction.** Discuss relationships of the study to previously published work, but do not reiterate or attempt to provide a complete literature survey. The purpose or reason for the research being reported and its significance, originality, or contribution to new knowledge in the field should be clearly and concisely stated. Do not include or summarize current findings in this section.

**Experimental Methods.** *General Information.* Complicated chemical equations, schemes, and structures should be supplied as furnished artwork, ready for publication. Schemes and charts should be numbered consecutively with Arabic numbers. Mathematical expressions and chemical formulas with unavailable symbols and letters should be clearly identified. Capital, lowercase, and Greek letters should be easily discernible or identified if ambiguity might result. Complicated superscripts and subscripts should be avoided. Fractional exponents should be used instead of root signs.

Authors should consult a current copy of the Journals and *The ACS Style Guide* for examples of style and general recommendations. See also: Mills, I.; et al. *Quantities, Units and Symbols in Physical Chemistry*, 2nd ed.; Blackwell Scientific Publications: Oxford, U.K., 1993.

**Hazards.** Any unusual hazards in the chemicals, equipment, or procedures used in an investigation should be clearly identified.

**Results/Discussion.** Results and Discussion may be presented in separate sections or combined into a single section, whichever format conveys the results in the most lucid fashion. The Author should discuss the significance of observations, measurements, or computations and should also point out how they contribute to the scientific objectives indicated in the Introduction.

**Conclusions.** A brief summary should be given for the principal conclusions of the work.

**Acknowledgment.** Dedications and notes acknowledging financial assistance to the conduct of research, citing theses, or indicating presentation at a meeting should be brief and placed in this section.

**Supporting Information Description.** A paragraph must appear at the end of the paper indicating the nature of the material and the means by which the interested Reader may obtain it. The following format should be used:

**Supporting Information Available:** Full description of the material. This material is available free of charge via the Internet at <http://pubs.acs.org>.

**References.** References to the literature should be numbered in one consecutive series by order of appearance in the text, with the text citations presented as unparenthesized superscript Arabic numbers. Authors should consult *The ACS Style Guide* for the appropriate style to use in citations of journal papers, books, and other publications. In literature references, journal abbreviations should be those used by Chemical Abstracts



Service [see *Chemical Abstracts Service Source Index (CASSI) 1907–2004*]. For references to *J. Phys. Chem.*, part A or part B must be specified for papers published in 1997 forward. Submitted papers should not depend for their usefulness on unpublished material, and excessive reference to material in press or reports not readily found in research libraries is discouraged. If pertinent references are in press or unpublished for any reason, furnish copies to enable Reviewers to evaluate the manuscript.

In the Web edition of the Journals, references will be linked to various electronic sources (e.g., the corresponding abstract from Chemical Abstracts Service, full text from other American Chemical Society Journals, etc.); therefore, the accuracy of the references is critical. Authors are responsible for the accuracy of the references.

**Tables.** Tables should be numbered consecutively with Arabic numbers. Each table must have a brief title that describes the contents. The title should be understandable without reference to the text. Details should be put in footnotes, not in the title. Tables should be used when the data cannot be presented clearly as narrative, when many numbers must be presented, or when more meaningful interrelationships can be conveyed by the tabular format. Tables should supplement, not duplicate, information presented in the text and figures. Tables should be simple and concise.

Column headings should be lowercase, except for symbols and proper names. Define nonstandard abbreviations in footnotes. Footnotes in tables should be given letter designations and be cited in the table by italic superscript letters. The sequence of letters should proceed by line rather than by column. If a reference is cited both in the text and in a table, a lettered footnote that refers to the numbered reference in the text should be inserted in the table.

In setting up tables, Authors should keep in mind the area of the Journal's page (17.8 cm × 25.0 cm) and the column width (8.5 cm) and should make tables conform to the limitations of these dimensions.

**Figure Captions.** A caption giving the figure number and a brief description, preferably only one or two sentences, must be included for each figure.

**Figures.** All figures must be mentioned in the text in consecutive order and must be numbered with Arabic numbers. If symbols are used, it is preferable to place a key in the artwork itself, not in the caption. Ensure that any symbols and abbreviations used in the text agree with those in the figures. Remove all color from graphics, except those graphics to be considered for publication in color. See more detailed information on submission of graphics under **Artwork** below.

**Table of Contents (TOC) Image.** A TOC graphic must be submitted with each Letter manuscript. The illustration will appear in both the print and Web editions. The illustration should capture the Reader's attention and, in conjunction with the manuscript title, should give the Reader a quick visual impression of the essence of the paper without providing specific results. The graphic for the TOC entry should be in the form of a structure, graphical image, photograph, reaction scheme, or equation. The Author must submit the graphic in the actual size to be used for the TOC, fitting in an area 1.375 in. high and 3.5 in. wide (3.6 cm × 8.9 cm). Larger images will be reduced to fit within those dimensions. The type size of labels and other symbols within the graphic must be legible. Tables and spectra are not acceptable. Provide the TOC graphic upon submission of the paper as the last page of the manuscript.

## ARTWORK

**General Considerations.** Submission of graphics that are to be considered for publication in color is strongly encouraged. Graphics that are intended to appear in black-and-white should not be furnished in color.

All graphics must be created in digital format. Preferred software is described at

<https://paragon.acs.org/paragon/index.jsp>

Click on [Read Author Information](#) under "Author Checklist". In general, graphics should be copied from the graphics program window and pasted directly into the manuscript. The Author should make sure that the graphic is at the appropriate resolution (see below) before copying and pasting. The graphics should be resized in the graphics program and then pasted into the manuscript. The Author should not resize graphics after they are pasted in Word. This is true regardless of the graphic format (cds, tif, eps, pdf, etc.).

**Quality.** The quality of the graphics in the Journals depends on the quality of the originals provided by the Author. Figures cannot be modified or enhanced by the Journal production staff. Images produced from continuous-tone graphics such as photographs should have high contrast.

**Size.** Graphics must fit a one- or two-column format on the Journal page. *For efficient use of Journal space, single column graphics are preferred.*

	Single (preferred)	Double
Width		
minimum		10.5 cm (4.1 in.)
maximum	8.25 cm (3.25 in.)	17.8 cm (7 in.)
Maximum depth	24 cm (9.5 in.)	24 cm (9.5 in.)

For best results, submit graphics in the actual size at which they should appear in the printed edition. Original graphics that do not need to be reduced to fit a single or double column will yield the best quality. Lettering should be no smaller than 4.5 points in the final published format. Helvetica or Arial fonts work well for lettering. Lines should be no thinner than 0.5 point. Lettering and lines should be of uniform density and the lines unbroken. If the submitted artwork must be reduced, larger lettering and thicker lines should be used so that, when reduced, the artwork meets the above mentioned criteria.

Avoid using complex textures and shading to achieve a three-dimensional effect. Parallel or cross-hatched lines should be used to fill enclosed areas with a pattern.

**Color.** The use of color to enhance the clarity of complex structures, figures, spectra, schemes, etc. is encouraged. Color reproduction of graphics will be provided at no cost to the Author. For manuscripts containing color, a surcharge of \$100 per 100 reprints will be added to the standard cost of paper reprints. Graphics intended to appear in black and white or grayscale should not be submitted in color. If exact color matching is critical, the color artwork must be provided in hardcopy at the actual size it should appear in the printed edition. Express mail the hardcopy color graphics to the Editor when the revised manuscript is submitted.

**Resolution.** Digital graphics pasted into manuscripts should have the following minimum resolution:

Black and white line art	1200 dpi
Grayscale art	600 dpi
Color art	300 dpi

**Chemical Structures.** Structures should be produced with the

use of a drawing program such as ChemDraw. Authors using the current versions of ChemDraw will find the necessary parameters incorporated into this program ("ACS Document 1996"). Authors using older versions of ChemDraw should use the following settings:

(1) As drawing settings select

chain angle	120°
bond spacing	18% of width
fixed length	14.4 pt (0.508 cm, 0.2 in.)
bold width	2.0 pt (0.071 cm, 0.0278 in.)
line width	0.6 pt (0.021 cm, 0.0084 in.)
margin width	1.6 pt (0.056 cm, 0.0222 in.)
hash spacing	2.5 pt (0.088 cm, 0.0347 in.)

(2) As text settings select

font	Arial/Helvetica
size	10 pt

(3) Under preferences choose

units	points
tolerances	5 pixels

(4) Under page setup choose

Paper	US Letter
Scale	100%

(5) Use the ChemDraw ruler or appropriate margin settings to create charts, equations, and schemes with maximum widths of 8.25 cm (one-column format) or 17.8 cm (two-column format). If the foregoing drawing-setting lengths and widths are selected in centimeters rather than in points or inches, the ChemDraw ruler will be calibrated in centimeters.

(6) Copy and paste the graphics into the manuscript text file at the appropriate locations. Do not use the "insert" function.

Authors using other drawing packages should set the program parameters to match the above values as closely as possible.

**Schemes.** Sequences of reactions are called schemes. Schemes may have brief titles describing their contents and footnotes, if needed, for further detail. Schemes should be numbered with Arabic numbers in consecutive order.

**Charts.** Groups of structures that do not show reactions are called charts and should be numbered consecutively with Arabic numbers. Charts may have brief titles describing their contents and footnotes, if needed, for further detail.

**Web-Enhanced Structures.** The Journals encourage the submission of Web-enhanced objects (WEOs) for the presentation of graphical results that go beyond conventional print publication capabilities, including 3D rotatable figures, animations, spectra, video, and sound. Links to WEOs will appear in the Web HTML version of the paper. Files suitable for this form of publication should be viewable with commonly available Internet plug-ins (e.g., Chime) or helper applications (Rasmol, WebLab Viewer, etc.). Authors should submit WEOs as separate files to the Editor. Those Authors submitting papers via the Web should e-mail WEO files (with the assigned manuscript number) to jphyschm@chem.northwestern.edu after submission of their papers to Paragon. The file size must be <5 MB. Descriptions of WEOs should be noted in the appropriate places within the graphic caption or text of the paper, noting the type of file and

format. Example: "A 3D rotatable image in xyz format is available." For more information, go to

[http://pubs.acs.org/enhanced\\_objects/faq.html](http://pubs.acs.org/enhanced_objects/faq.html)

## SUPPORTING INFORMATION

Extensive tables, graphs, spectra, calculations, and other material beyond a modest content in the printed paper may be included in the Web edition of the Journals as Supporting Information (SI). These will **not** be part of the printed article but can be accessed separately on the Web by Readers. SI is uploaded as a separate file, as specified by the Paragon system at the time the manuscript is submitted. The SI will be made available free of charge on the Web. All pages should be numbered consecutively starting with page S1. The list of supported file types for SI can be found at

<https://paragon.acs.org/paragon/index.jsp>

Click on Read Author Information under "Author Checklist" and select Preferred Software from the "General Information" list. Zip compression may be used on large files prepared in the acceptable formats to speed transfer time. Files prepared in any other software must be provided in .pdf format.

Figures and tables that will appear in the published article are to be inserted in the manuscript directly after the References section.

Do not upload figures and tables that are to be published in the article into the Supporting Information file.

## GENERAL INFORMATION

**Guidelines for Theoretical Calculations.** Manuscripts that report the results of electronic structure calculations should follow the guidelines in J. E. Boggs (*Pure Appl. Chem.* **1998**, 70, No. 4, 1015–1018). Manuscripts that present force field parameters and other potential energy surface information should follow the guidelines in D. J. Raber and W. C. Guida (*Pure Appl. Chem.* **1998**, 70, No. 10, 2047–2049). Both sets of guidelines can be viewed online at

<http://www.iupac.org/reports/1998/index.html>

**Nomenclature.** Registered trademark names should be capitalized whenever used. Trade and trivial names should not be capitalized. Usually the chemical name or composition should be given in parentheses or in a reference at the first occurrence of such a name. Nomenclature should conform with current American usage. Insofar as possible, Authors should use systematic names similar to those used by Chemical Abstracts Service and the International Union of Pure and Applied Chemistry.

Chemical Abstracts (CA) nomenclature rules are described in Appendix IV of the *Chemical Abstracts Index Guide*. For CA nomenclature advice, consult the Manager of Nomenclature Services, Chemical Abstracts Service, P.O. Box 3012, Columbus, OH 43210-0012. A name generation service is available for a fee through CAS Client Services, 2540 Olentangy River Road, P.O. Box 3343, Columbus, OH 43210-0334; phone, (614) 447-3870; fax, (614) 447-3747; or e-mail, [answers@cas.org](mailto:answers@cas.org).

**PARAGON TIPS**

- The Word doc and pdf should contain everything including figures, but not Supporting Information.
- The LaTeX tar file is only used after paper is accepted.
- To submit revisions, the security code provided in the e-mail requesting the revision will be needed.
- Manuscripts will be inactivated if a revision is not returned three months from the date of request. Once inactivated, it will no longer appear on your Paragon home page and the revision must be uploaded as a new submission.
- Contact the Help Desk for problems or questions concerning Paragon or its use: Hours: 8 a.m. to 6 p.m. EST/EDT M–F (excluding holidays). Phone: 1-800-227-9919 or 202-872-4357. E-mail: [journalhelp@acs.org](mailto:journalhelp@acs.org).

**REVISIONS/RESUBMISSIONS****For revisions:**

- Clearly identify the manuscript as a revision; reference the manuscript number in the cover letter.
- Include an itemized list of changes, with a response to each comment made by the Editor and by each Reviewer.
- Be aware that the manuscript may be sent for additional review.
- Return revision within three months of request date or manuscript will be inactivated.

**For resubmissions:**

- Clearly identify the manuscript as a resubmission; reference the previous manuscript number in the cover letter.
- Include an itemized list of changes, with a response to each comment made by the Editor and by each Reviewer.

**COPYRIGHT**

The ACS Copyright Form must be completed and signed for each submitted manuscript. No substitute forms or attachments are acceptable. The form is a legal document; therefore, it must be signed as is. The signed form must be sent to the Editor assigned to the manuscript either by mail or by fax. For questions about the form or about signing the form, contact the ACS Copyright Office at (202) 872-4368 or -4367 or at [copyright@acs.org](mailto:copyright@acs.org).

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<http://pubs.acs.org/instruct/perguida.html>

**PROOFS AND REPRINTS**

**Proofs.** All Authors have the option of receiving galley proofs via mail or a secure Web site whether the manuscript was submitted as conventional hardcopy or as a Web submission. No paper is released for publication until an Author's corrected proof has been returned. The attention of the Authors is directed to the instructions that accompany the proof. Proofs should be checked against the manuscript and returned as soon as possible. Authors of Letters are asked to provide galley changes by phone, fax ((614) 447-3745), or e-mail ([acsproof@acs.org](mailto:acsproof@acs.org)) within 72 hours of receiving the proofs.

**Reprints.** A reprint order form is provided with the galley proof. Please return the form, with purchase order or check, to Cadmus Reprints. Reprints will be shipped within two weeks after the printed journal date. Corresponding Authors may obtain 50 free electronic reprints via an Electronic Reprint URL provided with the galley proof.