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The Science Contributors FAQ

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WHAT KINDS OF MANUSCRIPTS DOES SCIENCE CONSIDER?

Science is interested in a wide range of manuscripts presenting original research and commentary in all areas of science. For original research, the common thread is that the work should reveal novel concepts of broad importance to the scientific community. Categories of papers include Research Articles of up to approximately 4,500 words; Reports of up to 2,500 words; and Brevia, short contributions of about 800 words. Science also publishes brief Technical Comments (approximately 750 words in length) on research papers that have previously appeared in the journal; these comments are published on the journal's Web site, Science Online, with an abstract in the print journal's Letters section. Technical Comments are considered equivalent to a citation in Science and are indexed on Medline.

A variety of material under the general heading of commentary -- including Editorials, Book Reviews, Essays, Policy Forums, Perspectives, and Reviews -- is usually solicited by *Science* editors, although on occasion the editors will consider unsolicited manuscripts of these types. Brief Letters to the Editor, commenting on previous material in Science or matters of interest to the global scientific community, are welcome.

For a more detailed description of the categories of manuscripts we consider, please see our general information for authors.

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WHAT PERCENTAGE OF SUBMISSIONS DOES SCIENCE ACCEPT?

Because of the stiff competition for space in the journal, *Science* can accept less than 10% of the original research papers submitted. Most submissions are evaluated by the staff editors and our <u>Board of Reviewing Editors</u> for potential significance, quality, and interest. The Board, composed of more than 100 leading scientists worldwide, evaluates manuscripts electronically with a 48-hour turnaround and provides prompt, expert assessment and input into editorial decisions and the selection of reviewers. About 75% of submitted manuscripts are rejected during this initial screening stage, usually within one week to 10 days.

Science's editorial staff includes more than 20 editors with research experience beyond the Ph.D. level, who have, on average, at least seven years' editorial experience and regularly attend important meetings in their fields of specialization.

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HOW FAST CAN SCIENCE EVALUATE MY MANUSCRIPT?

Science is committed to speedy evaluation of manuscripts, and our record in this respect in recent years compares favorably with those of major competing publications. For most papers, reviewers are asked to return comments within two weeks; papers that call for particularly rapid assessment, owing to competition or other factors, can often be reviewed within 48 hours or less. Most papers are published within 14 weeks of initial submission, considerably faster than our competition. Through our online publish-before-print program, Science Express, we publish certain papers within ten days to two weeks of acceptance, and in some cases within two weeks of receipt.

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WILL MY MANUSCRIPT REMAIN CONFIDENTIAL?

Yes. Science treats all submitted manuscripts as confidential documents. Science also instructs and expects our Board of Reviewing Editors and reviewers to treat manuscripts as confidential material. Our peer review process is also confidential, and identities of reviewers are not released. (Letters and Technical Comments are sent to the authors of papers on which they comment for response or rebuttal, but otherwise are treated in the same way as other contributions with respect to confidentiality.)

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WHAT IS SCIENCE EXPRESS?

Under our <u>Science Express</u> program, several particularly interesting or topical papers (usually four a week) are selected by <u>Science</u> editors for rapid online publication two to six weeks ahead of the scheduled print publication date. Papers posted in <u>Science Express</u> are considered published on the date that they are posted; the print version of a paper previously published on <u>Science Express</u> indicates the date the paper was published online and gives access and citation information. <u>Science Express</u> papers are available free to AAAS members, who receive access to <u>Science Express</u> papers as a member benefit, and for a nominal \$5 fee to nonmembers.

Science Express home page

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IS SCIENCE INTERESTED IN MATERIAL FROM NON-U.S. AUTHORS?

Definitely. Science is interested in publishing the best papers in science, from all countries and regions, and welcomes submissions from non-U.S. authors. We prefer electronic submissions to minimize mail delays.

Our commitment to a broad geographical base runs deeper than just an interest in non-U.S. manuscripts, however. A substantial share of both our Board of Reviewing Editors and our referees are from outside of the U.S. We review most manuscripts electronically to facilitate the use of expert referees, regardless of location. We maintain a European office (in Cambridge, UK). Our editors frequently visit worldwide scientific labs and professional meetings. And we have been active in pursuing innovative arrangments for countrywide online access in specific regions of the developing world.

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WHAT IS SCIENCE'S EMBARGO POLICY? CAN I PRESENT WORK PENDING AT SCIENCE AT A SCIENTIFIC MEETING?

The most important aspects of *Science*'s embargo policy -- which is designed to ensure broad and accurate coverage of authors' research -- can be briefly summed up as follows:

- No news coverage of your paper can appear anywhere before 2:00 p.m. Eastern U.S. Time on the Thursday before your paper's publication. (*Science* is published each Friday, except for the last Friday of the calendar year.)
- Scientists are welcome to present the results of their upcoming *Science* papers at professional meetings to colleagues. If the paper has been accepted for *Science* publication, we ask that you inform the AAAS News and Information office that you are planning to make such a presentation.
- Comments to press reporters attending your scheduled session at a professional meeting should be limited to clarifying the specifics of your presentation. In such situations, we ask that you do not expand beyond the content of your talk or give copies of the paper, data, overheads, or slides to reporters.
- Scientists with papers pending at Science should not give interviews on the work until the week before publication, and then only if
 the journalist agrees to abide by the Science embargo.
- Please do not participate in news conferences until after 1:00 p.m. Eastern U.S. Time the day before publication.

Any questions about the embargo policy can be addressed to the AAAS News and Information Office, at (202) 326-6421. A full statement of the policy is mailed to authors upon acceptance of their papers for publication.

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DOES SCIENCE REQUIRE COPYRIGHT TRANSFER?

No. Authors retain copyright of their work, but must grant an exclusive publication license to Science and AAAS for their paper to be accepted for publication. Further details on this license are available here.

Authors with questions about copyright transfer should contact one of the $\underline{\text{deputy editors}}$.

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WHAT'S THE POLICY ON PRIOR PUBLICATION OF RESULTS?

Previously published work, in English or in another language, cannot be submitted as a Report, Research Article, or Brevia entry. We will only consider research papers that are reporting primary data and the main conclusions for the first time.

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WHAT ABOUT MANUSCRIPTS THAT HAVE BEEN POSTED ONLINE BEFORE SUBMISSION?

We do not consider manuscripts that have been previously published elsewhere. We allow posting of manuscript copies of papers at not-for-profit publicly funded World Wide Web archives immediately upon publication. Posting of a paper on the Internet may be considered prior publication that could compromise the originality of the Science submission. For postings on preprint servers, please contact the editors. We also provide a free electronic reprint service to authors that allows access to their formatted and proofed paper on *Science* Online.

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WHAT'S THE POLICY ON PUBLICATION OF DATA SETS?

As a condition of publication, authors must agree to honor any reasonable request for materials and methods necessary to verify the conclusions of experiments reported, and must also agree to make the data upon which the study rests available to the scientific community in some form for purposes of verification and replication. As a practical matter, for large data sets such as DNA and protein sequences, microarray data, and crystal structures, this generally means deposition of the data before publication in an approved public database such as GenBank, SwissPROT, or PDB, with the accession numbers provided for inclusion in the published paper. (Coordinates must be released at the time of publication.) A list of acceptable databases can be found here.

Other data needed to demonstrate or support conclusions of a paper can be posted on Science Online as supporting online material, where they can be viewed free of charge by all visitors to the site.

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WHAT'S SCIENCE'S POLICY WITH RESPECT TO DEPOSITING PAPERS ON PUBMED CENTRAL (PMC)?

For a paper created under an NIH grant and accepted for publication on or after 2 May 2005, authors may implement posting in PMC, no sooner than six months after final publication, of the "accepted version" of the paper -- that is, the version of the paper accepted for publication after changes resulting from peer review, but before *Science*'s editing, image quality control, and production. In submitting to PMC, authors of NIH-funded *Science* papers should set the time of public release of the accepted version at six months after final publication.

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HOW DO I PREPARE A MANUSCRIPT FOR SCIENCE?

The guidelines differ for initial submission of a manuscript and for resubmission of a revised manuscript after peer review. To see the details, see our instructions for <u>preparing your manuscript and figures</u>. For initial submissions, follow the instructions in the left-hand column of that page; for resubmission after peer review, use the right-hand column.

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HOW SHOULD I PREPARE FIGURES FOR SCIENCE?

As with the manuscript itself, how figures should be prepared depends on whether you are initially submitting a new a manuscript or resubmitting a revised manuscript after peer review. In particular, for new manuscript submissions, figures should generally be included as part of a single manuscript file that also includes text and tables, whereas for resubmissions they should be submitted separately from the text and tables. For details, see our instructions for preparing your manuscript and figures.

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WHAT'S THE OPTIMUM RESOLUTION FOR SCIENCE FIGURES?

The appropriate resolution for figures differs depending on whether you are initially submitting a new manuscript or submitting a revision after neer review.

- For new manuscripts that will be sent out for peer review, the key consideration is keeping file sizes reasonable; figures should be
 embedded in the same file that contains text and tables and should be 150 to 300 dots per inch (dpi). Figures, such as micrographs,
 that require high-resolution original prints for proper evaluation should be sent separately by mail, with their separate submission
 noted in the cover letter accompanying the main manuscript.
- For revised manuscripts after peer review, figures should be submitted as separate digital files at a higher resolution -- a minimum of 400 dpi for grayscale and color artwork and 1200 dpi for digital line art. (Please note that these latter resolutions refer to images sized at dimensions comparable to those of figures in the print journal. Reducing or enlarging the dimensions of a digital raster image will change its resolution. Please see our instructions for figures for revised manuscripts for more details.)

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WHAT IS SUPPORTING ONLINE MATERIAL? HOW SHOULD I PREPARE IT?

Supporting online material consists of additional material accompanying *Science* papers that is posted on our Web site, *Science* Online. Classes of material that will be considered for posting include text (such as information on methods), tables, diagrams, and images that bear directly on the conclusions of the paper but that cannot be accommodated in the print version for reasons of space; and other material, such as video clips and sound files, that enrich the content of the paper by extending it beyond the possibilities of the print medium. The material is subject to the same editorial standards and peer-review procedures as the print publication. To be accepted for posting, supporting online material must be essential to the scientific integrity and excellence of the paper.

Authors submitting a new manuscript (before peer review) should include most supplemental data with the main manuscript file. For revised manuscripts (after peer review), supplemental data should be uploaded as separate individual files accompanying the revised manuscript and figures. Please carefully read the <u>guidelines on preparing supporting online material</u> for complete information.

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HOW DO I REFER TO SUPPORTING ONLINE MATERIAL IN A MANUSCRIPT?

The appropriate style can be found in our guidelines on preparing supporting online material.

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CAN I SUBMIT AN IMAGE FOR CONSIDERATION AS THE COVER OF SCIENCE?

Yes. You can send a hard copy image of the cover candidate directly to the editor handling your mansucript. Also, our Web submission form for resubmissions *after* peer review includes a field for uploading digital files of cover candidates.

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The cover is usually related to a particularly significant Report or Research Article in the issue, or to the contents of a special issue. Images from significant papers that are striking to the nonspecialist have the best chance of being chosen. Images that cannot be used on the cover may be chosen for use on our table of contents or in the "This Week in Science" section.

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HOW DO I SUBMIT A MANUSCRIPT TO SCIENCE?

First, carefully read and follow our <u>instructions for preparing manuscripts and figures</u>, taking careful note of the differing guidelines for initial submission and resubmission of revised manuscripts. Then, when you have assembled all electronic files and other required information, proceed to our initial submission or revised manuscript upload site.

We strongly recommend that authors submit online rather than by mail. Our online system has been optimized for our editorial and review workflow, and experience suggests that online submission materially speeds manuscript consideration.

You should receive an e-mail acknowledgment of your submission within one to two full business days after submission.

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TO WHOM SHOULD I DIRECT MY MANUSCRIPT?

It is not required that you address your paper to a specific editor when submitting a new manuscript. If you wish, however, you can direct the cover letter for your manuscript to the editor who handles its subject area. For a list of editors and their subject areas, please see our staff page.

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SHOULD I MAIL IN A HARD COPY IN ADDITION TO SUBMITTING ONLINE?

No -- doing this could lead to confusion and significantly delay the processing of your manuscript.

For initial submission of new manuscripts, however, you may need to send in figures, reference material (such as related papers submitted to other journals), or supporting online material separately by mail. If your paper contains contains large images or photographs that must be viewed at a high resolution for review, and that therefore would make your manuscript file exceed the 6 MB size limit of our initial manuscript submission site if the figures were included, you should submit only the text and tables of your paper online and send the image files separately by mail. Please include a mention in your cover letter that you are submitting the images separately. Supporting online material should generally be included at the end of the main manuscript file, unless so doing would exceed the 6 MB upload limit, in which case it should be sent separately by mail. Please see our detailed instructions for initial manuscript submission for more information.

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SCIENCE REJECTED MY MANUSCRIPT. SHOULD I REVISE IT AND SUBMIT IT AGAIN?

This is probably not a good idea. Most editorial decisions at *Science* are based not only on the paper's technical merit but also on the general interest or importance of the work, and on comparison with other papers that we are considering in the paper's field and in related ones. Thus, we will only reconsider papers for which we have specifically invited resubmission or when a significant error has been made during review that determined our final decision. Editors will entertain appeals (best sent by email), but most papers are not reconsidered.

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