Style and formatting checklist

Primary Research Articles

communications journals

Manuscripts <u>must</u> be formatted as below at the point of acceptance. Manuscripts do not need to be formatted at submission or during revision.

Main manuscript			
Author list	The author list provided in your article must match that provided on our manuscript tracking system.		
Author list	Author affiliations must include institution, city and country.		
Author list	At least one corresponding author must be designated, and an e-mail address must be provided for each corresponding author.		
Author list	For each corresponding author, and for any author who wishes for their ORCID to be included in the final article, <u>an ORCID should be included in their author profile</u> in our manuscript tracking system prior to formal acceptance. ORCIDs cannot be added at the proof stage.		
Author list	Author tagging statements are limited to the following two options: "These authors contributed equally" and "These authors jointly supervised this work", with no more than one of each tag permitted.		
Abstract	The abstract must contain background information and a summary of the present work. It must not contain citations to references.		
Introduction	An introduction must be provided and must begin with the heading 'Introduction'. The introduction should include the background and rationale for the work. The final paragraph should be a brief summary of the major results and conclusions.		
Language and style	Text must not be copied directly from published work (even your own) without clear attribution, including one or more references.		
Results	A section titled 'Results' or 'Results and Discussion' must be provided. We recommend splitting the Results/Results and Discussion section into subheaded sections		
Results	All data that support the conclusions drawn must be presented in the manuscript unless they are published elsewhere. We do not allow statements of "data not shown".		
Results	References to "personal communication" in the text require written permission from cited person.		
Results	All Supplementary files (Supplementary Movies, Supplementary Audio, Supplementary Data and Supplementary Software) must be cited in the main manuscript file.		
Results	All Supplementary items in the Supplementary Information PDF (Supplementary Figures, Tables, Methods, Notes, Discussion) should be cited in the main manuscript.		
Results	Equations must be supplied in an editable format, and not as images.		
Results	Chemical reactions must be labelled as Equations if displayed as text, or as Figures or Schemes if displayed as images.		
Results	All Figures, Schemes and Tables must be cited in the text in numerical order.		
Display items	Figure and Scheme captions must start with a brief title that describes the Figure/Scheme as a whole and does not contain reference to specific panels.		
Display items	Figure/Scheme captions must also have a legend that defines each panel individually.		
Display items	Abbreviations, symbols, colours and shading must be defined, even if previously defined in the main text. Where error bars are used, they must also be defined. Microscopy images and photographs must be accompanied by scale bars.		
Display items	Tables must be provided in word-editable format (Word/TeX/Excel/csv), unless scientifically meaningful colours or shading are present, in which case they will be published as a flattened image.		

Display items	Tables must have a caption. Abbreviations and symbols/variables listed in Tables must be defined in the Table caption.	
Display items	Data in Tables must be free from bold/italic formatting unless this has been clearly defined in the footnote.	
Display items	Where Tables contain images, each image must appear in its own cell in the absence of any text.	
Methods	A Methods section must be provided (except for purely theoretical work).	
Methods	The Methods and Supplementary Methods must together include sufficient detail such that the work could be reproduced.	
Methods	For studies using live vertebrates, a statement affirming that you have complied with all relevant ethical regulations for animal testing and research is necessary. A statement explicitly confirming if the study received ethical approval, including the name of the board and institution that approved the study protocol is also required. The species, strain, sex and age of animals should be included.	
Methods	If the work involves any cancer cell lines that are listed in the database of commonly misidentified cell lines, ICLAC (<u>http://iclac.org/databases/cross-contaminations</u>), please provide justification for their use in the methods section. Please also state from where the lines were obtained; whether they were tested for mycoplasma contamination; and whether they were authenticated, and if so, by which method.	
Methods	Details of geological samples and palaeontological specimens that include clear provenance information are needed. Information regarding the requisite permission obtained is required. Palaeontological and type specimens should be deposited in a recognised museum or collection.	
Data	A <u>"Data Availability" section</u> must be provided.	
Data	<i>For Communications Earth and Environment</i> : At the time of publication, the minimal dataset necessary to interpret, replicate and build upon the methods or findings reported in the article should be placed in a publically available repository. If this is not possible, for example, for legal or ethical concerns, this must be clearly stated in the Data Availability statement.	
Data	Small molecule crystallographic data must be deposited with the CCDC or the ICSD. Please provide the relevant accession codes in this section, e.g. "The X-ray crystallographic coordinates for structures reported in this study have been deposited at the Cambridge Crystallographic Data Centre (CCDC), under deposition numbers XXXXXX-YYYYYYY. These data can be obtained free of charge from The Cambridge Crystallographic Data Centre via <u>www.ccdc.cam.ac.uk/data_request/cif</u> ." Please also supply CIFs as Supplementary Data files.	
Data	For novel protein structures, a stereo image of a portion of the electron density map (including contour level and type of map) must be provided for crystallographic structures, or the superimposed lowest energy structures (>10) for NMR structures. Structural data must be deposited in the relevant publicly accessible database, and accession codes must be provided in the data availability section.	
Code	For all studies developing new software or using custom code that is deemed central to the conclusions, a <u>Code Availability section</u> must be included indicating whether and how the code can be accessed, including any restrictions to access. This section should also include information on the versions of any software used, if relevant, and any specific variables or parameters used to generate, test, or process the current dataset.	
References	References must be listed by number and should be given in the order of appearance in the text, then tables, figures and finally boxes.	
References	Manuscript citations must include journal title; article title; volume number; start and end page or article number or DOI; and year of publication.	
References	No publication can be present more than once in the reference list.	
References	No footnotes are permitted in the references or elsewhere. Text must instead be incorporated into the main text, the Methods section, or the Supplementary Information.	

References	Only articles that have been published or accepted by a named publication or recognised preprint server can be listed in the References. Other persistent and recognised sources such as books and monographs are also permitted. Websites should only be cited if they are in common use or curated.	
Acknowledgements	Any acknowledgements must be relevant, appropriate and kept to a minimum. No separate funding section is permitted. Funding information should be included in the Acknowledgements.	
Author contributions	An <u>author contributions statement</u> that individually lists the specific contributions of each author to the work must be provided. All authors must be referred to by name or initials in this statement. All authors must be clearly disambiguated from one another.	
Competing interests	A <u>competing interests statement</u> that includes both financial and non-financial interests must be provided. All authors must be accounted for within the statement, e.g. with use of 'all other authors declare no competing interests' where relevant. If no competing interests exist, the statement "the authors declare no competing interests" should be given.	

Supplementary Information		
We do not edit Supplementary Information files; they will be uploaded with the published article as they are submitted with the final version of your manuscript. Any tracked changes should be removed from the file.		
Any information provided on the cover/title page of the Supplementary Information must match the title and author list in the main manuscript.		
We recommend labelling and citing Supplementary items using the following formats: Supplementary Figure 1, Supplementary Table 1, Supplementary Methods, Supplementary Note 1, Supplementary Discussion, and Supplementary References. Each supplementary item should be cited in the main article.		
Each Supplementary Figure requires a caption. These should be presented below the Figure and should refer to all panels.		
Error bars in Supplementary Figures should be defined.		
Where data are presented in Supplementary Information, large datasets should be supplied as Supplementary Data files, whereas smaller Tables should be supplied as Supplementary Tables.		
Where Supplementary Movie/Audio/Data/Software files are provided, each file should be labelled as Supplementary Movie/Audio/Data/Software 1, etc., and legends for these should be given in the cover letter or Editorial Requests Table (not in the Supplementary Information file). All Supplementary Movie/Audio/Data/Software files must be individually cited in the main manuscript.		