

Instructions for Authors

Following is an outline describing the instructions for submission to *Molecular Medicine* www.molmed.org. Submission types include: Research Article, Review Article, Commentary, and Letter to the Editor. Submitted manuscripts should conform to the requirements set forth in the Instructions for Authors: http://www.molmed.org/author_center.html

Incomplete or non-conforming work will be sent back to the author to be corrected and may cause delays in the review process.

Criteria

The mission of *Molecular Medicine* is to publish recent original findings that elucidate the pathogenesis of disease at the molecular or physiological level, which may lead to the design of specific tools for disease diagnosis, treatment, or prevention. Manuscripts containing original material relevant to the genetic, molecular, or cellular basis of key physiologic or disease processes are considered for publication if neither the article nor any part of its essential substance, tables, or figures has been or will be published or submitted elsewhere before appearing in *Molecular Medicine*. Manuscripts published in *Molecular Medicine* should contain human or animal *in vivo* or *ex vivo* data and describe the implications of the results for human disease and medicine, at a level approachable by our broad audience.

Editorial Process

Please see: <http://www.molmed.org/board.html>

Pre-submission Enquiries

If authors are unsure as to whether or not their manuscript comes within the scope of *Molecular Medicine*, they may request advice prior to full submission. An abstract or a summary highlighting the originality and significance of the study should be submitted to the Editorial Office via the online submission system: <http://mc.manuscriptcentral.com/molmed>

Pre-submissions sent by email will not be considered.

The pre-submission enquiry service is a courtesy and is not required prior to full submission. Pre-submission enquiries can be difficult to assess reliably and *Molecular Medicine* Editors cannot make an absolute commitment to have a contribution refereed before seeing the entire paper. Entire papers should not be sent as pre-submission enquiries.

Submission Types

Molecular Medicine accepts contributions in the following formats: Research Article, Review Article, Commentary, and Letter to the Editor.

Research Article – reports comprehensive data from original experimental research. This type of paper demonstrates original concepts relating to the molecular or physiological basis of human disease. Because critical evaluation and replication of findings are essential to the scientific process, these types of articles include detailed descriptions of all processes and experimental techniques utilized in the study. In some cases, the Editors may commission Research Articles. Word count is approximately 7000 (including abstract [250 words], figures [count as 250 words each, 5-6 figures are typical], and references). The specific format includes the following sections in this order: Title, Running Head, Author Names, Keywords, Abstract, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, Disclosure, Footnotes, References, Tables, Figure Legends, Figures, Supplementary Data (if applicable).

Review Article – brings together and analyzes available information in a specific field. These submissions include a summary of the topic/field, a description of gaps in knowledge of the topic/field, and synthesis of information to form a testable hypothesis. Reviews discuss recent developments in the topic/field and make projections about the future direction of a particular field. In some cases, the Editors may commission Review Articles. Word count is approximately 7000 (including abstract [250 words], figures [250 words each], and references).

Commentary – commissioned by the Editors. However, in some cases the Editors may consider unsolicited works. Commentaries are professional opinion pieces covering cutting-edge research topics related to disease pathogenesis and the future of medicine. These may also address an issue of concern regarding work published outside of *Molecular Medicine*. In this case the commentary may be sent to the original authors for a response. While this submission type does not require data, figures, or original research, they may be included to aid in the education of the interdisciplinary audience. Word count is approximately 1500-3000 (including abstract [250 words], figures [250 words each], and references).

Letter to the Editor – addresses an issue of concern regarding work published by *Molecular Medicine* and may include data that enhances the dialogue surrounding the work. This may be viewed as an open post-publication review of a manuscript. Once received, comments will be reviewed by the Editors and may be sent to the original authors for a response. In some cases an independent reviewer may be asked to assess the comments. Word count is approximately 800 with up to 15 references and 2 figures.

Cover Letter

A cover letter should accompany each submission. The cover letter should:

- include a brief description of the scientific advance and its importance;
- identify the person (with address and telephone/fax number/e-mail) responsible for administrative and scientific issues concerning the manuscript;
- make it clear that the submitted manuscript has been seen and approved by all authors;
- make it clear that the work is not under consideration elsewhere;
- include a statement that all human and/or animal studies were approved by the appropriate institutional committee;
- include the names and email addresses of three independent potential reviewers;
- note a pre-submission identification number (if applicable);
- state if any figures or images have been adapted or reproduced from prior published work.

To view a cover letter template, please see the freely available article: L Chipperfield, L Citrome, J Clark., *et al.* (2010) Authors' Submission Toolkit: A practical guide to getting your research published. *Current Medical Research & Opinion*. 26:8 p1968-1982. <http://www.cmrojournal.com>

Manuscripts should be submitted to *Molecular Medicine* via our online submission system: <http://mc.manuscriptcentral.com/molmed>

Style Manual

The entire manuscript should be double-spaced and written in English with the format following the *Council of Science Editors* reference manual: [*Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers, Seventh Edition.*](#)

Abbreviations may be used for genes, proteins, and other specialized names if spelled out in entirety at the first use. Any additional known names should also be included in the first use. Gene names must be italicized throughout the text.

File Types

The following file types are NOT supported during submission: shs; exe; com; vbs; zip. The maximum total size of files (in K) an author can submit is 60000. Five files may be uploaded at once.

Non-Native English Authors

The European Association of Science Editors (EASE) has published multilingual guidelines for non-native English authors and translators. These guidelines are aimed at making scientific communication more efficient worldwide and preventing scientific misconduct. To view the multilingual guidelines please see this website:

<http://www.ease.org.uk/guidelines/index.shtml>.

Format: Research Article

This specific format includes the following sections in this order: Title, Running Head, Author Names, Keywords, Abstract, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, Disclosure, Footnotes, References, Tables, Figure Legends, Figures, and Supplementary Data (if applicable).

Title - a title page must appear as the first page of the manuscript. The title page should include a title, running head, author list, keywords, and contact author information. The title of the paper should be 20 words or less. The title should not include acronyms or abbreviations.

Running Head – this short version of the title should include a maximum of 45 letter spaces.

Author Names - the author(s) list must include: the first name(s); the last/family name(s); the name of the department(s) and institution(s) in which the work was done; the institutional affiliation of each author; and the name, address, telephone number, fax number, and e-mail address of the author responsible for correspondence. Any change in author list (additions/deletions) after paper acceptance must be justified in writing to the Editors. During online submission the full names and e-mail addresses of all the authors are required. If the work is accepted, all authors are required to sign the Open Access Authorization and Acknowledgement of Authorship form.

Keywords - five MeSH-Medline keywords not included in the title must be included. For assistance visit: <http://www.nlm.nih.gov/mesh/>

Abstract – (250 words) should include the rationale, objectives, results, and conclusions of the study. The Abstract should read as a single, continuous piece and not be written as a structured abstract (broken into separate sections).

Introduction - should discuss appropriate, relevant sources that provide context for the study and help explain how the idea for the study came to be and why it is important. The objective and hypothesis of the study at hand should be explicitly stated in this section. The Introduction section should not include any mention of observed results.

Materials and Methods - this section should include sufficient detail to allow another researcher to repeat the experiment. Descriptions may be 'in brief', followed by reference to a previous report using the same procedure, or by detailed description. One sentence referring a reader to a prior publication is insufficient.

General studies should include unambiguous identification of nonbiological materials used (chemicals) including the source of such materials, the types of apparatus used, including model number and manufacturer for specialized equipment, the experimental procedure, including potential hazards, if applicable; and the types of test performed, including statistical tests.

Biological studies should include unambiguous identification of genus, species, and strain; the source of any organisms (cell line, animal stock); and age, sex, weight, and condition of organisms as appropriate.

Protein molecular weights of DNA marker sizes should be indicated on figure panels showing gel electrophoresis. The quality of RNA should be proofed according to MIQE guidelines published in 2009 by S.A. Bustin *et al.* in *Clinical Chemistry*. Nucleic acid and protein sequences should be deposited in appropriate databanks in time for the accession numbers to be included in the paper. Please see the [NCBI databases Web site](http://www.ncbi.nlm.nih.gov/Database/index.html) for more information. (<http://www.ncbi.nlm.nih.gov/Database/index.html>)

Microscopy should include the make and model of the microscope. Type, magnification, numerical aperture of the objective lenses and acquisition software are also needed. All micrographs must include an unlabeled scale bar in the image with a description included in the figure legend.

Research on animals should include a statement that the protocol was approved by the appropriate institutional committee and complied with the [Guide for the Care and Use of Laboratory Animals](#).

Descriptions should include information regarding:

the animal: n, age, sex, weight, and life stage, source (supplier), genetic nomenclature, microbial/pathogen status, and information related to preparation and assignment to treatment groups (including control groups);
the environment: micro and macroenvironments, diet, water, housing;
the method: include aspects of animal care that can affect research outcomes, experimental effects, administration of substances, use of infectious agents, sample acquisition, and euthanasia.

For details see [Guidance for the Description of Animal Research in Scientific Publications](#).

Additional resources:

ARRIVE Guidelines - Animal Research: Reporting In Vivo Studies, www.nc3rs.org.uk/Arrive

EQUATOR Network – Promoting transparent and accurate reporting of research studies, www.equator-network.org

Clinical studies should include pertinent details about human subjects, including methods of recruitment and relevant physical characteristics. Reports of human studies must include a statement that the protocol was approved by the appropriate institutional committee or that it complied with the Helsinki Declaration as revised in 1983 -

<http://www.wma.net/en/30publications/10policies/b3/index.html>. Informed consent should be obtained for all subjects. When preparing reports of

randomized, clinical trials, authors should refer to the [checklist](#) published in the CONSORT Statement and should include a trial profile summarizing participant flow. For additional information, please see the NIH resource: Responsible Conduct of Research - <http://bioethics.od.nih.gov/>

Statistics - papers with statistical testing should state the hypothesis being tested/comparisons of interest, the name of the test, the n for each analysis, a justification for the use of that test, the alpha level for all tests, whether the tests were one- or two-tailed, and the actual P value for each test. Confidence intervals should be computed to complement the results of hypothesis tests. Discrepancies in any sample sizes due to exclusions, dropouts or missing data should be noted and explained. Data sets should be summarized with descriptive statistics, which should include the n for each data set, a clearly labeled measure of location (such as the mean or the median), and a clearly labeled measure of variability (such as the standard deviation, range, or interquartile range). Graphs should include clearly labeled error bars. Authors must state whether a number that follows the \pm sign is a standard error of the mean (s.e.m.) or a standard deviation (s.d.).

Results – original results should be presented clearly with appropriate subheadings. This section should not discuss implications or applications of the results.

Discussion – should be an analytical examination of the study and results rather than a repetition of the information in the results section. It is relevant to compare the results of the study to the findings of similar studies and also to discuss the application of these results to the understanding of disease and the development of tools for disease diagnosis, treatment and prevention. The main

findings should be placed in context to highlight the advance and describe how it moves the field forward.

Acknowledgements – sources of financial support should be included along with any acknowledgements relevant to scientific advice or assistance.

Disclosure – authors should include any necessary conflicts of interest. If none exist, the following text should be included: “The authors declare they have no

competing interests as defined by *Molecular Medicine*, or other interests that might be perceived to influence the results and discussion reported in this paper.”

Footnotes - should be restricted to the title page (affiliations, corresponding author) and within tables. Footnotes on the title page are assigned consecutive superscript numbers (i.e., 1, 2, 3, etc.). Footnotes in tables are assigned consecutive, superscript capital letters (i.e., A, B, C, etc.).

References - should be numbered consecutively as they are cited in the text and listed in parentheses. References first cited in tables or figure legends must be

numbered so that they will be in sequence with references in the text. References should include full titles of the papers with inclusive page numbers. All authors should be listed when there are five or fewer; when there are six or more, the first author should be listed followed by "et al." Abbreviate the names of journals according to PubMed. Spell out names of unlisted journals. If essential, 'personal communication' may be incorporated in the appropriate place in the text. References to personal communications must be accompanied by a permission letter from the communicator authorizing publication of the comment. Manuscripts listed as in press should be numbered, but a copy of the text should be submitted along with the manuscript under consideration. Examples of reference styles can be found below.

Journal articles

1. Gallowitsch-Puerta M, Tracey KJ. (2005) Immunologic role of the cholinergic anti-inflammatory pathway and the nicotinic acetylcholine alpha 7 receptor. *Ann N Y Acad Sci.* 1062:209-19.

Complete books

2. Tracey, KJ. (2005) *Fatal Sequence: The Killer Within*. New York: Dana Press. 184 pp.

Articles in books

3. Forstner JF, Forstner GG. (1994) Gastrointestinal Mucus. In: *Physiology of Gastrointestinal Tract*. Johnson LR (ed.) Raven Press, New York, pp. 1255-1283.

Homepages

4. *Molecular Medicine* online [Internet]. c1994-2011. Manhasset (NY): The Feinstein Institute of Medical Research; [cited 11 Apr 2008]. Available from <http://www.molmed.org>.

Tables - should be included in the manuscript. Tables should be double-spaced each on its own page, portrait orientation, upright, with brief titles. Superscript capital letters should be used in consecutive order as footnotes as described above.

Figure Legends - should be included in the manuscript. Figure legends should be listed one after the other, as part of the text document, separate from the figure

files. Figure legends should include a short title and a brief explanation with sufficient detail to interpret the data presented. Do not exceed 350 words for each legend and provide a key for any symbols.

Figures - should be cited sequentially in the text using Arabic numerals. Figures should not contain more than one panel unless logically connected. The required font for any text in the figure or image is Arial, non-serif. All image or figure panel labels (A, B, C, etc.) must be Arial, Bold and in the upper left hand corner of the figure. All electronic images (EPS, JPEG, TIFF) should be high resolution (300-600 dpi). Authors will be prompted by the manuscript submission system to submit all images or figures as separate documents. Click [here](#) for more detailed instructions.

Supplementary Data - to submit supplementary data, authors should upload it to the submission site with the rest of their files. On the dropdown list of file types, the author should choose "Supplementary." This supplementary data will not be published along with the manuscript in the print journal, but will be available online.

Format: Other Submission Types

While there are no strict headings for Review Articles, Commentaries, or Letters to the Editor, authors should familiarize themselves with these content types by reading the journal online at: www.molmed.org. Word limits for these submission types have been described above. Abstract, Acknowledgements, Disclosure, Footnotes, References, Tables, Figure Legends, and Figures should adhere to the style and requirements described under Research Article.

Submission

Manuscripts should be submitted to *Molecular Medicine* via our online submission system: <http://mc.manuscriptcentral.com/molmed> Postal submissions will not be considered. If you do not already have an account, you will need to create one. Click on 'create account' in the upper right hand corner of the screen (or, for previous *Molecular Medicine* authors or reviewers, check for an existing account). Once you have completed the profile information, click the Main Menu and icon for "Corresponding Author Center." Begin a manuscript submission, fill in the required fields and upload any necessary files. While online submission can accommodate a variety of file types, authors are urged to provide their manuscripts as original Microsoft Word documents and figures as original

files (figures may also be submitted as Microsoft Powerpoint slides). Click here for assistance with submission. <http://mchelp.manuscriptcentral.com/tutorials/Author.pdf> Confirm your work has been successfully converted to both a PDF and an HTML file. Please confirm your images are readable in the PDF and HTML files. Unreadable figures may delay the review process. Click 'submit' to send your manuscript to the Editorial Office. Should you have difficulty with this process, please contact Ms. Leah Caracappa

at: leah@molmed.org or the Editorial Office at: editor@molmed.org The status of your manuscript can be viewed by logging back in to this submission system.

For additional tips on manuscript preparation and submission, authors are encouraged to read the following free paper:

L Chipperfield, L Citrome, J Clark, *et al.* (2010) Authors' Submission Toolkit: A practical guide to getting your research published. *Current Medical Research & Opinion*. 26:8 p1968-1982. <http://www.cmrojournal.com>

Scientific Misconduct

Molecular Medicine recognizes the importance of ethical standards in the research community and is committed to promoting ethical practices in our publication. Below are examples of the journal's commitment.

Molecular Medicine is a member of the Council of Publication Ethics (COPE, <http://publicationethics.org>) and follows the Code of Conduct of Journal Editors.

Members of *Molecular Medicine* belong to the Council of Science Editors (CSE). See the following White Paper by the Council: CSE's White Paper on [Promoting Integrity in Scientific Publications](#), 2009 Update.

Molecular Medicine is a member of CrossCheck by iThenticate. iThenticate is a plagiarism screening service that verifies the originality of content submitted before publication. The iThenticate software checks submissions against millions of published research papers, documents on the web, and other relevant sources. Authors, researchers and freelancers can also use the iThenticate system to screen their work before submission by visiting <http://research.ithenticate.com>.

Fees

Upon manuscript acceptance, authors will be charged a processing fee of \$500. Payment must be made through the journal's PayPal account. Manuscripts will not be sent for processing until this fee had been received.

To see if grant funds may be used for payment, click [here](#).

Author Acknowledgement and Disclosure

Upon acceptance authors are required to complete an Open Access Authorization and Author Acknowledgement Form and a Disclosure form. These forms can be downloaded at: http://www.molmed.org/author_center.html. All authors are required to complete these forms.

Forms

All forms must be completed and submitted prior to publication to the Editorial Office via mail, e-mail, or fax.

The Feinstein Institute for Medical ResearchEditorial Offices of ***Molecular Medicine***

c/o Virginia Duryea

350 Community Drive

Manhasset, NY 11030 USA

Fax: 516-562-1022

[Email](#)**All forms are available here:**[Author Acknowledgement](#)[Disclosure form](#)**Contact Information*****Molecular Medicine***

The Feinstein Institute for Medical Research

350 Community Drive, Manhasset, NY 11030

Web site: www.molmed.orgEmail: editor@molmed.org

Phone: 516 562-2114

Fax: 516 562-1022