

# Instructions to Authors 2024

## 1. General

CHIMIA is an international, peer-reviewed, scientific journal for the chemical sciences in the broadest sense published by the Swiss Chemical Society (SCS). CHIMIA is a platinum Open Access journal with free access to the online published articles for the reader and with no publication fees for the authors of peer-reviewed scientific articles; authors retain the copyright to their work.

Each issue of CHIMIA is devoted to a special topic of current significance or interest in chemistry or related sciences. Special topic issues are coordinated by a guest editor, who invites authors to contribute. Contributions from all fields of chemistry and related areas are also considered for publication in the form of Notes, Columns, Community News, Events, and CHIMIA Report/Company News complete each issue. Membership of the Swiss Chemical Society, or in one of the organizations named in the masthead (impressum), is not a prerequisite for the acceptance of a manuscript.

## 2. Open Access (OA)

CHIMIA is a platinum Open Access journal operating under the licence CC\_BY 4.0 (<https://creativecommons.org/licenses/by/4.0/>). There are no Article Processing fees for authors of peer-reviewed scientific articles. The authors retain the copyright of their work and allow it to be shared and reused, provided that it is correctly cited. The SCS retains the copyright of the Community News, Events, and CHIMIA Report/Company News.

## 3. Online Submission

Manuscripts must be submitted *via* CHIMIA's journal management system at <https://chimia.ch/>. The editorial team, led by Editor-in-Chief, **Prof. Catherine E. Housecroft**, University of Basel, E-mail: [Catherine.Housecroft@unibas.ch](mailto:Catherine.Housecroft@unibas.ch), has the final say in whether to accept a submission.

## 4. Types of Manuscripts

### 4.1 Special Topic Articles

These invited articles are generally of review character and are intended to inform the readership of the current state-of-the-art of the field in question. The authors should consider the fact that the heterogeneous readership of CHIMIA, although trained in fundamentals, may not have extensive knowledge in specialized topics.

### 4.2 Notes

Brief communications or limited studies in any area of special interest. Notes should be of high impact for the Swiss chemical community and particular consideration will be given to authors that have a close association with the Swiss chemical community.

## 5. Preparation of Manuscripts

### 5.1 General Considerations

Manuscripts written in English are strongly preferred; however, manuscripts in German or French can also be accepted for publication. A Word template for preparing a manuscript is available on <https://chimia.ch/>.

### 5.2 Title

The title of an article should be clear, concise and comprehensible and the reader should be able to quickly identify the focus of the article. It should contain the most important keywords to facilitate electronic retrieval. Abbreviations and citations should be avoided. First letters of nouns and adjectives are capitalized.

### 5.3 Authors' Names and Affiliations

The authors' full first names, middle initials, and last names should be given, followed by the address (or addresses) of the contributing institution(s). The corresponding author(s), the person(s) whom readers may contact after publication, should be indicated by an asterisk\*. The complete address, including e-mail address, of the correspondence author should also be given.

### 5.4 Abstract

A concise summary (100–200 words) of the article should be provided, in English, independent of the language of the main text. The summary should be self-explanatory and intelligible without reference to the text.

### 5.5 Keywords

A maximum of five keywords should be given in alphabetical order, in English, after the abstract. Well-chosen keywords will help a reader to identify articles of potential interest.

### 5.6 Photo and CV

Submissions should be accompanied by a portrait photo and short (100 words) biography of the author(s). A group photo in the event of more than one author is preferable to individual photos.

### 5.7 Main Text

The main text should be presented in subsections for clarity, *e.g.* Introduction, Results, Discussion, and numbered 1., 1.1, 2., 2.1 and so on.

### 5.8 Graphics, Tables, Chemical Equations, Physical Equations and Mathematical Expressions a) Figures and Schemes

All figures and schemes should be embedded in the manuscript text at the position where they are first mentioned. This version will be used for the text and to assess the size and positioning of the graphics. The embedded files cannot be used for quality reasons. At the same time individual high-resolution graphics files should be submitted. Upon submission, the ownership of the copyright of each figure must be indicated. Permission to publish any graphics for which the author(s) do not own the copyright must be obtained before submission and details given at the appropriate place in the submission process. Any diagram, graph, photo, spectrum, or reaction scheme must be included as a numbered Figure or Scheme.

- Figures and Schemes should be sequentially numbered with Arabic numerals.
- Each Figure or Scheme should include a legend placed separately below the corresponding graphic. Any legend should be comprehensible without reference to the manuscript. If a Figure or Scheme is divided into a), b), c) *etc.*, each part should be identified in the legend.
- Each Figure or Scheme must fit a single column (9.4 cm) or double column (18.8 cm) and be prepared accordingly. The maximum height is 23 cm, including legend.
- Individual compounds should be numbered in boldface Arabic numerals in the order that they are mentioned in the text.
- Graphics must contain all necessary symbols and lettering, *i.e.* they must be usable without additional artwork by the printers.
- Original graphics are preferred. If graphics are taken from an existing publication, permission to reproduce the figures must be obtained from the publisher before submission to CHIMIA and confirmation should be included with the manuscript.
- When using the ChemDraw program, the following document settings are recommended; fixed length 14.4 pt (0.508 cm); line width 0.6 pt (0.021 cm); bold width 2.0 pt (0.071 cm); chain angle 120°; bond spacing 18% of width; margin width 1.6 pt (0.056 cm); hash spacing 2.5 pt (0.088 cm), scale 100%; font Helvetica or Arial. **Please note:** We do not accept .cdx or .cdxml files. Please convert the ChemDraw files to .eps or .pdf format before submission.
- Acceptable file formats for Figures and Schemes are: PDF, EPS, PNG, GIF, TIFF, JPEG. A minimum of 300 dpi is required for high-quality reproduction.

### b) Tables

Tables should be used if they present information more effectively than running text. Each table should be numbered, have a suitable caption and be referred to in the text. Column headings should be as short as possible but must define units unambiguously. Footnotes to

tables should be labelled <sup>a</sup>, <sup>b</sup>, <sup>c</sup>, *etc.* and placed at the bottom of the table.

### c) Chemical Equations, Physical Equations and Mathematical Expressions

Chemical equations and physical or mathematical expressions should be numbered sequentially on the right-hand side with Arabic numerals in parentheses. Physical quantities and variables that have to be defined in the text should be written in italics. Please use the symbols proposed in the IUPAC Green Book: 'Quantities, Units and Symbols in Physical Chemistry', E. R. Cohen, T. Cvitas, J. G. Frey, B. Holmström, K. Kuchitsu, R. Marquardt, I. Mills, F. Pavese, M. Quack, J. Stohner, H. L. Strauss, M. Takami, A. J. Thor, 3rd Edn., 3rd printing, IUPAC & RSC Publishing, Cambridge, 2011, which is available online free under <https://iupac.org/what-we-do/books/greenbook/>.

These expressions will not be typeset and must be provided in a separate pdf file.

### 5.9 Acknowledgements

Authors are encouraged to add an author contribution statement in line with CRediT (<https://casrai.org/credit/>).

### 5.10 Author Contributions

Authors can acknowledge financial support, technical assistance and other contributions from people who are not coauthors.

### 5.11 Supplementary Data

Supplementary information files can be included at the time of article submission and will be made available on <https://chimia.ch> after publication.

### 5.12 References and Footnotes

The author should cite original publications of relevant related work. All references must be numbered sequentially, in square brackets, in the order they are cited in the text, including any references in tables and figure captions. Footnotes are not permitted but necessary comments may be included as references. References are collected in numerical order at the end of the main text. Titles of journals must be abbreviated according to Chemical Abstracts Service Source Index (CASSI). Files for both Endnote and Citation Style Language reference management software are available for CHIMIA reference styles at <https://chimia.ch/>.

Attention is drawn to the following CHIMIA conventions:

- Names of all authors of cited publications should be given. Use of '*et al.*' in the list of references is not acceptable.
- Whenever possible, composite references should be used, instead of a series of individual ones. The abbreviation '*ibid.*' may not be used.
- In references described as 'personal communications', an affiliation should follow the name(s) of the person(s).
- The doi number should be included, where available.
- In the text, reference to author(s) of cited works should be made without giving initials, e.g. '... as shown by Jones and Smith.<sup>[7]</sup>' If the reference carries the names of three or more authors, it should be quoted as '... Smith *et al.*<sup>[3]</sup>', if Smith is the first author, or as 'Jones and coworkers,<sup>[4]</sup>' if Jones is the senior author.

### Examples:

- Journals:** a) P. Schwaller, D. Probst, A. C. Vaucher, V. H. Nair, D. Kreutter, T. Laino, J.-L. Reymond, *Nat. Mach. Intell.* **2021**, 3, 144, <https://doi.org/10.1038/s42256-020-00284-w>; b) L. Sauser, T. Kalvod, A. Kavas, L. Rulíšek, M. S. Shoshan, *ChemMedChem* **2021**, 202200152, 1, <https://doi.org/10.1002/cmde.202200152>.
- Books without editor:** C. E. Housecroft, A. G. Sharpe, 'Inorganic Chemistry', 4th Edn., Prentiss Hall, **2012**.
- Books with editor:** K. Schirmer, R. Behra, L. Sigg, M. J. F. Suter, in 'Safety aspects of engineered nanomaterials', Eds. W. Luther, A. Zweck, Pan Stanford, Singapore, **2013**, p. 141.
- Miscellaneous:** a) A. Viger, PhD Thesis ETH Zürich No. 16060, **2005**; b) E. Kuebler, B. Oesch, P. Price, WO Patent Appl. No. WO2003029813, **2003**; c) MOLEKEL 4.0, P. Flükiger, H. P. Lüthi, S. Portmann, J. Weber, Swiss Center for Scientific Computing, Manno (Switzerland), **2000**; d) Pubchem, <http://pubchem.ncbi.nlm.nih.gov>, accessed June 23, 2014; e) F. Marchesani, YouTube, <https://youtube.com/watch?v=j60J1cGINX4>, accessed Dec. 1, 2017.

## 6. Nomenclature

All new compounds should be named in accordance with IUPAC nomenclature rules.

Different substituents should be designated by superscripts: R<sup>1</sup>, R<sup>2</sup>, R<sup>3</sup> *etc.* (Subscripts denote the number of substituents.) Individual atoms should be referred to as C(2), N(5) (not C-2 and N-5) *etc.* For 'the hydrogen atom attached to the carbon atom 4' *etc.*, CHIMIA prefers the notation H-C(4).

## 7. Units and Their Symbols

SI units are to be used, especially in contributions dealing with physical chemistry. However, non-SI units, as listed in the IUPAC Green Book, Chap. 3, (full reference given above in Section 5.9 Chemical Equations, Physical Equations and Mathematical Expressions) are acceptable.

## 8. Submission of the Manuscript

Manuscripts are submitted to <https://chimia.ch/>. A Word template is available on the website. The following guidelines should be followed:

- The text should be saved in a standard document format (doc or docx). This will be used for processing. In addition, a pdf version of the manuscript including the tables and graphics in the position they should appear in the final version, should be submitted, which will be used as a definitive version in the event of errors in processing.
- An individual high-resolution graphics file for each Figure or Scheme must be uploaded at the same time.
- The tables should be set up with the Table function of the word processing software or with the tabulator key.
- Please use Times font for text and Symbol for Greek letters. Avoid footnote management systems and end-of-line hyphenation.
- Preferred word processing software packages are: Microsoft Word for Windows and Microsoft Word for Macintosh.
- LaTeX files cannot be processed directly but a pdf file generated from the LaTeX file can be submitted and will be used for processing. Any equations should be submitted as individual pdf files.

## 9. Proofs and Corrections

Authors will be sent a proof (pdf) of their article by E-mail. A corrected proof should be returned to the Technical Editor within the indicated timeframe. Corrections of errors other than those caused by the printers or editors will be charged. Together with the proof, the authors will receive a form to order reprints or full issues. The completed form (even if no reprints are required) should be returned with the proof.

## 10. Plagiarism

CHIMIA will not accept any form of plagiarism. CHIMIA is a participant of CrossCheck, a service offered by CrossRef and powered by iThenticate software. iThenticate is a plagiarism screening service that verifies the originality of written work.

All submitted articles will be screened using iThenticate. Articles that reveal extensive similarity with published works will, at the Editor's discretion, be rejected or returned to the authors for revision.

## 11. AI Guidelines when Preparing Manuscripts

Artificial intelligence (AI) natural language processing tools such as ChatGPT are permitted as aids for preparing a manuscript. The tool may not be listed as an author on a submitted manuscript as AI tools do not fulfil the criteria required to qualify for authorship. If AI tools are employed for generating text in Reviews, Conference Reports or other articles, or for producing figures, this must be clearly stated in the manuscript in the Acknowledgements section. Authors should include all tool details, including the program version and for which parts of the article the tool has been used. Authors are held responsible for the content of their Review, Note, Report or other articles. Authors must rigorously check any parts generated by an AI tool; verifying references generated by an AI tool is particularly important. Any use of AI must not breach CHIMIA's plagiarism policy.