

How to write and submit a paper in the *Journal of Synthesis and Materials* (J. S. M.)

Preparing the manuscript and submitting your manuscript

- Complete your scientific work in the lab (synthesis, material preparation as well as analytics)
- Complete a detailed literature research
- Organize your results and connect them to the literature
 - Discuss with your co-supervisor how to organize your manuscript and discuss your results / literature research
- Decide if you want to write a (short) communication article or a research article
- Start writing your manuscript (tip: write it in a normal word document; use citation programs to cite your literature; you have to use the citation style “Angewandte Chemie”)
- Front: Times New Roman; Front Size: 11; line spacing: 1,5; Text: Justify; Heading: Times New Roman, 14, bold. Authors: Times New Roman, 12, bold; Affiliation and corresponding author: Times, New Roman, 11, Italic.
- Headings in the manuscript: Times New Roman, 11, bold.
- Download the template for the Cover letter from the webpage AK Mathur webpage → teaching → Master of Science → *Journal of Synthesis and Materials*
- Write the cover letter
- If necessary, draw up a normal word document with your supplementary information (SI)
- Upload all files (manuscript, cover letter, SI) to the submission under AK Mathur webpage → teaching → Master of Science → *Journal of Synthesis and Materials*
- you have submitted your manuscript
- Wait for the response.

Response from the journal:

- A response from the reviewers will be sent by email to you.
 - Answer / correct all comments of the reviewers in a point-by-point- response letter.
- Mark all changes in your revised manuscript (by track changes).
- When you corrected / changed all required changes, upload the revised manuscript (with track changes) and the clear corrected manuscript together with the response letter and the original cover letter (same as from first submission) to the revision webpage: AK Mathur webpage → teaching → Master of Science → *Journal of Synthesis and Materials*
- Wait for the decision of your submitted manuscript for publishing in the *Journal of Synthesis and Materials*.

Accepted manuscript:

- When your manuscript is accepted, download the manuscript template from the journal under AK Mathur webpage → teaching → Master of Science → *Journal of Synthesis and Materials*
- Transfer your final manuscript to the template
- Upload your final manuscript (including the SI; SI stays in the normal word format, there will be a template available on the webpage) to the final submission webpage under AK Mathur webpage → teaching → Master of Science → *Journal of Synthesis and Materials*
- Table of content (TOC): Upload a separate word document, which sum up your work in 2 or 3 sentences which is topped off with a graphic, describing your work.

- Wait for the response that your manuscript has been published in the Journal of Synthesis and Materials. → your P-module is half completed, now you can ask for an appointment for your P-module talk.

Additional information:

Manuscript template from the Journal:

- This is the final design of your manuscript
- Your manuscript should include:
 - Title and all authors (You are the first author and the corresponding author).
 - Short abstract (max 500 characters)
 - Introduction: connect your work to the literature
 - Results and discussion: present your prepared work including the important characterization
 - conclusion / outlook: sum up your work and give an outlook of what your research can be interesting in the future)
 - references: use citation program

(short) Communication or Research Article (full paper)?

Communication:

- Communications are for the publication of urgent research which is of outstanding significance and interest to experts in the field, while also appealing to the journal's general chemistry readership. Our Communication format is ideally suited to short studies that are of such importance that they require accelerated publication.
- Communication Article: max 5 Pages (incl. max 30 references, pictures, schemes).
- Authors should write in a clear and concise way. Lengthy introductions and discussion, extensive data, and excessive experimental details and conjecture should not be included. Figures and tables will be published only if they are essential to understanding the work. The experimental evidence necessary to support the work described should be supplied as supplementary information (SI). However, the SI should not be used to include key results or discussion that do not fit within the 5 pages of the main text.

Research Article (full paper)

- Full papers contain original scientific work that has not been published previously.
- Full Paper: max 15 Pages, including references, figures, tables, schemes, ...
- Option to add a supplementary information (SI). However, the SI should not be used to include key results or discussion. You can place in de SI additional analytics.

Cover letter:

- explain to the editor: what is new regarding your research and why the journal has to publish your research.

Reviewer Response Letter (only in case of 2nd submission):

- after the author gets the revised manuscript which have been comment by the reviewer, the author has to take a stance on the reviewers' comments (correction or rectify or elucidate). Answer every single comment or question from the reviewers in a point by point response letter. Upload the response letter as a separate file.

Why is paper writing important?

- Only published results are visible to the community!
- You get funded from the University (from the government), now you can return something
- Earn the credits for your hard and worthwhile work
- Others can learn from your work