



# Breast Cancer Research and Treatment

## INSTRUCTIONS FOR AUTHORS

### EDITOR-IN-CHIEF

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### AIMS AND SCOPE

*Breast Cancer Research and Treatment* provides the surgeon, radiotherapist, medical oncologist, endocrinologist, epidemiologist, immunologist or cell biologist investigating problems in breast cancer a single forum for communication. The journal creates a “market place” for breast cancer topics which cuts across all the usual lines of disciplines, providing a site for presenting pertinent investigations and for discussing critical questions relevant to the entire field. It seeks to develop a new focus and new perspectives for all those concerned with breast cancer.

Oncology is undoubtedly the most rapidly growing subspecialty in the field of medicine, and breast cancer is one of the most serious problems of oncology. It is the leading cause of death of women in many countries and is truly a multidisciplinary problem without geographic restrictions. Yet this very multidisciplinary aspect accounts for breast cancer literature appearing in any of the dozens of existing medical journals. None of these journals provides a focus on the unique problems of breast cancer. There has been no convenient arena for the discussion and resolution of ongoing controversies in breast cancer treatment, or for the consideration of thoughtful speculation and comments on current work. *Breast Cancer Research and Treatment* aims to fill this need.

Each issue contains several articles dealing with original laboratory investigations and articles dealing with clinical studies. There are sections devoted to invited review articles, pro and con discussions of controversial subjects, book reviews, meeting reports, and editorials. Panel discussions are presented which bring together experts to consider important topics. There is a section for letters to the editor, which provides for a lively exchange of opinions on previously published articles or other topics of interest. There is also an opportunity to publish the proceedings of special workshops, symposia, etc., devoted to breast cancer. All manuscripts are peer reviewed by a distinguished group of advisory editors from many countries covering all of the various disciplines of breast cancer.

### MANUSCRIPT SUBMISSION

Kluwer Academic Publishers request the submission of manuscripts and figures in electronic form in addition to hard-copy printouts. The preferred storage medium for your electronic manuscript is a  $3\frac{1}{2}$  inch diskette. Please label your diskette properly, giving exact details on the name(s) of the file(s), the operating system and software used. Always save your electronic manuscript in the word processor format that you use; conversions to other formats and versions tend to be imperfect. In general, use as few formatting codes as possible. For safety's sake, you should always retain a backup copy of your file(s). **After acceptance**, please make absolutely sure that you send the **latest** (i.e., revised) version of your manuscript, both as hard-copy printouts and on diskette (submission in electronic form of the final version of your article is compulsory).

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Please list the names of three potential reviewers for your article, including address/fax/e-mail to expedite processing.

#### **ETHICS**

When reporting experiments on human subjects, indicate whether the procedures followed were in accordance with the ethical standards of the responsible committee on human experimentation (institutional or regional) or with the Helsinki Declaration (1964, amended in 1975 and 1983) of the World Medical Association. Do not use patients' names, initials, or hospital numbers, especially in any illustrative material. When reporting experiments on animals, indicate whether the institution's or the National Research Council's guide for, or any national law on, the care and use of laboratory animals was followed.

#### **MANUSCRIPT PRESENTATION**

The journal's language is English. British English or American English spelling and terminology may be used, but either one should be followed consistently throughout the article. Manuscripts should be printed or typewritten on A4 or US Letter bond paper, one side only, leaving adequate margins on all sides to allow reviewers' remarks. Please double-space all material, including notes and references. The abstract and keywords, the text, the references, the table and the figure legends should each begin on a new page. Quotations of more than 40 words should be set off clearly, either by indenting the left-hand margin or by using a smaller typeface. Use double quotation marks for direct quotations and single quotation marks for quotations within quotations and for words or phrases used in a special sense. The abstract and key words, the text, the references, the table and the figure legends should each begin on a new page.

Number the pages consecutively with the first page containing:

- running head (shortened title)
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#### **Abstract**

Please provide a short abstract of 100 to 250 words. The abstract should not contain any undefined abbreviations or unspecified references. Metric units and Celsius (Centigrade) temperatures should be used for all measurements.

#### **Key words**

Please provide 5 to 10 key words or short phrases in alphabetical order.

#### **Abbreviations**

Abbreviations should be explained at first occurrence. For all measurements standard abbreviations should be used (see "Style Manuals" below).

#### **Article Types**

The journal welcomes original reports dealing with both laboratory investigations and clinical studies related to breast cancer. There is no fixed limit on the length of articles, though concise presentation is encouraged. **Brief communications** of significant research or clinical findings may also be considered; these should be limited to 1000 words and at most two figures, two tables, or one of each, and will be reviewed. The abstract of a Brief communication should be limited to about 60 words. The journal likewise welcomes **letters to the editor**, dealing either with material that has previously appeared in the journal or with other topics of concern. Letters should be brief, preferably less than 500 words. A separate title page and abstract are not required, a table or figure may be included. Letters will be reviewed, but their publication will be expedited. From time to time the journal will also publish longer articles of **opinion** or speculation and **review** articles on selected topics; these will normally be by invitation, but interested investigators are invited to contact the editor.

#### **Figures and Tables**

##### *Submission of electronic figures*

In addition to hard-copy printouts of figures, authors are requested to supply the electronic versions of figures in either Encapsulated PostScript (EPS) or TIFF format. Many other formats, e.g., Microsoft Postscript, PiCT (Macintosh) and WMF (Windows), cannot be used and the hard copy will be scanned instead.

Figures should be saved in separate files *without* their captions, which should be included with the text of the article. Files should be named according to DOS conventions, e.g., 'figure1.eps'. For vector graphics, EPS is the preferred format. Lines should not be thinner than 0.25pts and in-fill patterns and screens should have a density of at least 10%. Font-related problems can be avoided by using standard fonts such as Times Roman and Helvetica. For bitmapped graphics, TIFF is the preferred format but EPS is also acceptable. The following resolutions are optimal: black-and-white line figures – 600–1200 dpi; line figures with some grey or coloured lines – 600 dpi; photographs – 300 dpi; screen dumps – leave as is. Higher resolutions will not improve output quality but will only increase file size, which may cause problems with printing; lower resolutions may compromise output quality. Please try to provide artwork that approximately fits within the typeset area of the journal. Especially screened originals, i.e. originals with grey areas, may suffer badly from reduction by more than 10–15%.

#### **AVOIDING PROBLEMS WITH EPS GRAPHICS**

Please always check whether the figures print correctly to a PostScript printer in a reasonable amount of time. If they do not, simplify your figures or use a different graphics program.

If EPS export does not produce acceptable output, try to create an EPS file with the printer driver (see below). This option is unavailable with the Microsoft driver for Windows NT, so if you run Windows NT, get the Adobe driver from the Adobe site ([www.adobe.com](http://www.adobe.com)).

If EPS export is not an option, e.g., because you rely on OLE and cannot create separate files for your graphics, it may help us if you simply provide a PostScript dump of the entire document.

#### **HOW TO SET UP FOR EPS AND POSTSCRIPT DUMPS UNDER WINDOWS**

Create a printer entry specifically for this purpose: install the printer 'Apple Laserwriter Plus' and specify 'FILE': as printer port. Each time you send something to the 'printer' you will be asked for a filename. This file will be the EPS file or PostScript dump that we can use.

The EPS export option can be found under the PostScript tab. EPS export should be used only for single-page documents. For printing a document of several pages, select 'Optimise for portability' instead. The option 'Download header with each job' should be checked.

#### *Submission of hard-copy figures*

If no electronic versions of figures are available, submit only high-quality artwork that can be reproduced as is, i.e., without any part having to be redrawn or re-typeset. The letter size of any text in the figures must be large enough to allow for reduction. Photographs should be in black-and-white on glossy paper. If a figure contains colour, make absolutely clear whether it should be printed in black-and-white or in colour. Figures that are to be printed in black-and-white should not be submitted in colour. Authors will be charged for reproducing figures in colour.

Each figure and table should be numbered and mentioned in the text. The approximate position of figures and tables should be indicated in the margin of the manuscript. On the reverse side of each figure, the name of the (first) author and the figure number should be written in pencil; the top of the figure should be clearly indicated. Figures and tables should be placed at the end of the manuscript following the Reference section. Each figure and table should be accompanied by an explanatory legend. The figure legends should be grouped and placed on a separate page. Figures are not returned to the author unless specifically requested.

In tables, footnotes are preferable to long explanatory material in either the heading or body of the table. Such explanatory footnotes, identified by superscript letters, should be placed immediately below the table.

#### **Section Headings**

First-, second-, third-, and fourth-order headings should be clearly distinguishable but not numbered.

#### **Appendices**

Supplementary material should be collected in an Appendix and placed before the Notes and Reference sections.

#### **Notes**

Please use footnotes rather than endnotes. Notes should be indicated by consecutive superscript numbers in the text. A source reference note should be indicated by means of an asterisk after the title. This note should be placed at the bottom of the first page.

#### **Cross-Referencing**

In the text, a reference identified by means of an author's name should be followed by the reference number in square brackets. When there are more than two authors, only the first author's name should be mentioned, followed by 'et al.'. In

the event that an author cited has had two or more works published during the same year, the reference, both in the text and in the reference list, should be identified by a lower case letter like 'a' and 'b' after the date to distinguish the works.

*Examples:*

Winograd [1]

Bullen and Bennett [2]

### **Acknowledgements**

Acknowledgements of people, grants, funds, etc. should be placed in a separate section before the References.

### **References**

References to books, journal articles, articles in collections and conference or workshop proceedings, and technical reports should be listed at the end of the article in numbered order following the BCRT style (see examples below). Please list all authors; do not use 'et al.'; do *not* add extraneous punctuation. Articles in preparation or articles submitted for publication, unpublished observations, personal communications, etc. should not be included in the reference list but should only be mentioned in the article text (e.g., T. Moore, personal communication). Abbreviate titles of periodicals according to the style of the Index Medicus.

References to books should include the author's name; year of publication; title; page numbers where appropriate; publisher; place of publication, in the order given in the example below.

3. Berne E: Principles of Group Treatment. Oxford University Press, New York, 1966, p. 26

References to articles in an edited collection should include the author's name; year of publication; article title; editor's name; title of collection; first and last page numbers; publisher; place of publication., in the order given in the example below.

2. McGuire WL, Horwitz KB, De la Garza M: Selecting endocrine therapy in breast cancer. In: Menon KMJ, Reel JR (eds) Steroid Hormone Action and Cancer. Plenum, New York, 1976, pp 28–35

References to articles in conference proceedings should include the author's name; year of publication; article title; editor's name (if any); title of proceedings; first and last page numbers; place and date of conference; publisher and/or organization from which the proceedings can be obtained; place of publication, in the order given in the example below.

Corvi R, Savelyeva L, Schwab M: Patterns of oncogene activation in human neuroblastoma cells. In: Melino G, Knight RA, Debatim K-M (eds) Biology of Neuroectodermal Tumours. Third workshop on the 'Biochemistry of Neuroectodermal Tumours', Rome, Istituto Dermatologico dell'Immacolata, June 12–14 1995, Kluwer Academic Publishers, Dordrecht, 1995, pp 25–31

References to articles in periodicals should include the author's name; year of publication; article title; abbreviated (see the Index Medicus) title of periodical; volume number; first and last page numbers, in the order given in the example below.

1. Toft D, Gorski J: A receptor molecule for estrogens: isolation from the rat uterus and preliminary characterization. Proc Natl Acad Sci USA 55: 1574–1581, 1966

References to technical reports or doctoral dissertations should include the author's name; year of publication; title of report or dissertation; institution; location of institution, in the order given in the example below.

Block KA, Transcriptional Regulation of Multidrug Resistance in Breast Cancer, Erasmus University Rotterdam, Rotterdam, The Netherlands, 1998

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**STYLE MANUALS**

The following two books are recommended as guides in writing scientific papers; they are particularly useful in providing standard abbreviations for measurements and other scientific terms:

- CBE Style Manual (5th ed). Council of Biology Editors, Bethesda, MD, 1983.
- Writing Scientific Papers in English: O'Connor M, Woodford FP (eds) Elsevier, Amsterdam/Oxford/New York, 1976.

The following book is an extremely valuable general, non-scientific style manual:

- The Elements of Style: Strunk W Jr, White EB, Macmillan, New York, 1972.

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