

Instructions for Authors – The Cerebellum

Editorial Policy

The Cerebellum is a high-quality quarterly journal which will publish material relevant to the understanding of the functions of the cerebellum and cerebellar ataxias. The Cerebellum aims to bring the most significant advances in research devoted to the cerebellum.

Areas of particular interest include:

- Fundamental neurosciences, including molecular and cellular biology, behavioural neurosciences and neurochemistry
- Genetics
- Fundamental and clinical neurophysiology
- Neurology and neuropathology
- Cognition
- Neuroimaging

The Cerebellum will consider:

- In-depth reviews
- Mini-reviews focusing on important new developments
- Original research
- New ideas, opinion and controversies
- Clinicopathologic case presentations
- Single case studies that significantly advance the understanding of mechanisms underlying cerebellar disturbances
- Letters to the Editor
- Meeting reports
- Book reviews
- Information on forthcoming conferences and courses (please send to the publisher, see below)
- Outstanding contributions will be highlighted by a special editorial.

The journal is committed to high standards of presentation. Original reports and reviews can be up to 10,000 words in length. Black-and-white illustrations are welcomed (see below). Colour illustrations will be included when felt necessary by the Editor. Please contact the Editor to discuss the suitability of topics. Short reports should be approximately 1500 words long, with no more than 15 references. Correspondence items should be no more than 1000 words in length, with 1 figure or table.

Meeting reports and book reviews will normally be commissioned by the Editor, but suggestions are welcomed.

Submission of papers

All submissions should be made online at The Cerebellum's Manuscript Central site at <http://mc.manuscriptcentral.com/mcer>. New users should first create an account. Once a user is logged onto the site submissions should be made via the Author Centre.

Please indicate in your cover letter if a manuscript is intended for a specific journal section:

Genetics: Section Editor - Antoni Matilla-Dueñas

Fundamental neurophysiology: Section Editor - Rodolfo Llinas

Clinical neurophysiology: Section Editor - Helge Topka

Cognition: Section Editor - Dagmar Timmann

Neuroimaging: Section Editor - Arthur W Toga

Neural computation: Section Editor - Andras J. Pellionisz

All papers will be subject to peer-review. In all cases a letter will be sent to the authors by the Editors, indicating acceptance or explaining the reasons for rejection. Papers may be accepted subject to amendment by the authors. If a paper is not resubmitted within three months, it will be treated as a new submission.

A manuscript will be considered for publication on the understanding that it reports unpublished work that is not under consideration for publication elsewhere, that all named authors have agreed to its submission and have obtained permission from their employers or institution to publish if they have a contractual or moral obligation so to do, and that if accepted it will not later be published in the same or similar form in any language without the consent of the publishers.

Preparation of manuscripts

Manuscripts should be typed double-spaced preferably in Word, or another PC-compatible format. Files must be editable.

Any special points should be emphasized in the covering letter. The number of heading levels used should be kept to a maximum of three. Papers describing original research should be arranged as follows:

1. Title page (including corresponding author's full address)
2. Structured Abstract (maximum 250 words)
3. Keywords (maximum 5) taken from Index Medicus
4. Introduction
5. Materials (and/or patients) and methods
6. Results
7. Discussion
8. Conclusion or Summary
9. Acknowledgements
10. References (see details below)
11. Tables
12. Caption of tables
13. Figures
14. Captions of figures

The title page should bear the title of the paper, the full names of all authors, their affiliations and addresses, the name, full postal address and e-mail address of the author to whom correspondence and reprint requests are to be sent, and a running title of not more than 50 letters and spaces. *The Abstract* should not exceed 250 words, and should ideally be structured in the same format as the rest of the manuscript (essential for original research papers). The abstract should be written in a style that conveys the essential message of the paper in abbreviated form. Up to 5 *keywords* should be supplied in the manuscript file. *The Introduction* should assume that the reader is knowledgeable in the field and should, therefore, be as brief as possible. In the *Materials and methods section*, methods that have been published in detail elsewhere should not be described in detail.

Abbreviations and symbols used must be standard and SI units used throughout. Acronyms should be used sparingly and must be fully explained when first used. Whenever possible, drugs should be given their approved generic name. When a proprietary (brand) name must be used, it should begin with a capital letter and the manufacturer's address details should be given. Statistical analyses must explain the methods used.

Authorship

All authors must have made a substantial contribution to the work and take responsibility for the content. Acquisition of funding or supervision of a research program are insufficient to claim authorship.

Consent-Ethical standards

For human studies, consent must be obtained from the patient or relatives. Studies should be performed in accordance with the ethical standards laid down in the Declaration of Helsinki (1964). A written consent has to be provided when details that could lead to the identification of a patient are given. Principles of laboratory animal care need to be followed for animal experiments.

References

Only papers closely related to the author's work should be quoted. Exhaustive lists should be avoided. References should follow the Vancouver format. In the text they should appear as numbers starting at 1. At the end of the paper they should be listed (double-spaced) in numerical order corresponding to

the order of citation in the text. All authors should be quoted for papers with up to six authors; for papers with more than six authors, list the first six followed by 'et al'. Abbreviations for titles of medical periodicals should conform to those used in the latest edition of Index Medicus. The first and last page numbers for each reference must be provided. Abstracts and letters must be identified as such. Articles that have been accepted for publication but not yet published should be listed as 'in press'. Examples:

Journal article:

1. Crowdy KA, Hollands MA, Ferguson IT, Marple-Horvat DE. Evidence for interactive locomotor and oculomotor deficits in cerebellar patients during visually guided stepping. *Exp Brain Res*. 2000; 135: 437-54.

Supplement article:

2. Shy ME, Trojaborg W, Smith T, Trojaborg W, Latov N, Sherman W, et al. Motor neuron disease and plasma cell dyscrasia. *Neurology*. 1985;35 (suppl 1):107.

Complete book:

3. Brown R, Meininger V, Swash M, editors. *Amyotrophic Lateral Sclerosis*. London: Martin Dunitz 1999.

Chapter in book:

4. Parry GJ. Motor neuropathy with multifocal conduction block. In: Dyck PJ, Thomas PK, Griffin JW, et al, editors. *Peripheral Neuropathy*. 3rd edn. Philadelphia: WB Saunders Co; 1993. p. 1518-23.

Figures

Only high quality figures will be considered. Appropriate black-and-white illustrations will be reproduced free of charge. Illustrations may be submitted in electronic form (see below). The figure number and author's name should be marked along with all illustrations. Colour illustrations will be accepted if the author accept the printing costs of colour reproduction. The current charge is 750 USD per page. Clearly contrasted and focused images are essential for adequate reproduction.

Line diagrams and graphs should be on separate sheets; they must be supplied as data files of a quality suitable for reproduction (at least 300 DPI). Lettering on figures should be kept to a minimum and should not duplicate the legend. The use of symbols should be explained in the caption, not on the figure.

All illustrations should be specifically referred to in the text using Arabic numbers, e.g. (Figure 2).

Format: illustrations may be submitted as TIFF, JPG or EPS-files. They should be sent in a format larger than they will appear when published, and with an image resolution of 300 DPI or above.

Tables

These should be as few as possible and should present only essential data. They should be type-written on separate sheets, with a title or caption. Tables should be specifically referred to in the text using Arabic numerals e.g. (Table 3).

Permissions

Authors should ensure that material copied from other sources is accompanied by clear written statements from the original author and publisher giving permission for the material to be reproduced in *The Cerebellum*. It is the author's responsibility to ensure that permissions are obtained.

Review process

Receipt of manuscripts will be acknowledged. All submissions will be evaluated by at least two anonymous reviewers. Authors may be asked to revise their papers in response to the reviewers' comments. If a manuscript is not revised within 3 months it will be treated as a new submission and may be re-reviewed. In all matters concerning the publication of articles, the decision of the Editor-in-Chief will be final.

The *Cerebellum* will aim to publish articles within 4 months of acceptance.

Proofs

Proofs will be sent to the corresponding author who should read them carefully for errors. A corrected copy must be returned to the Publisher within 48 hours of receipt, either by express mail or fax (+46-8-440 80 50). *Major alterations to the text may not be accepted at this stage.*

Copyright assignment

The corresponding author must complete and return to the Publisher the Copyright Assignment form enclosed with the proofs. It is our practice for authors to assign to the journal their copyright of the article. The assignment document is also available as a link at the journal website.

Conflict of interest

Authors are requested to disclose any commercial or other associations that might pose a conflict of interest in connection with the submitted article. All funding sources supporting the work, and institutional and corporate affiliations of the authors must be acknowledged.

Business matters

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