Food Additives & Contaminants: Part A – a Short Guide for Authors

All papers MUST be submitted via Manuscript Central: http://mc.manuscriptcentral.com/tfac

- New Authors will need to create an account before they can submit their manuscript.
- The instructions during electronic submission are self-explanatory in terms of details that need to be provided and uploading Files etc.
- Please Note that the Files MUST be correctly allocated as ‘Main Document, Tables or Figures’ from the drop-down menu and correctly numbered according to the desired running order when the PDF is created. The File name ‘Unblinded Cover page’ is only for details of authors and should not be used for the Main document.

The following provides a short guide to authors indicating some problems that occur frequently. Full detailed Instructions can be found on the web-site:-

http://www.tandfonline.com/action/authorSubmission?journalCode=tfac20&page=instructions

Handling of manuscripts

The Editor-in-Chief has the right to decline formal review of any manuscript when it is deemed that the manuscript is:-

1. Outside the scope of the Journal,
2. Lacking technical merit,
3. Of insufficient novelty for an international readership,
4. Provides only marginal advances on previous published work,
5. Is poorly written in terms of clarity and English language.

- All manuscripts deemed suitable for review are assigned to one of the four Editors depending on the subject matter.
- All manuscripts are peer-reviewed by a minimum of two independent referees – only manuscripts recommended for publication can be accepted.
- It usually takes at least 6-8 weeks from submission to receiving feedback depending on the efficiency of reviewers, although we endeavor to deal as quickly as possible with all submissions.
- After receiving comments from referees please follow instructions for responding to comments and submitting a revised manuscript. It is important that point-by-point by responses are provided by authors and a revised manuscript is uploaded indicating changes that have been made.

Submission Guidance

Original research papers

The following Files must be uploaded on submission:-
**Unblinded Cover Page** – Please provide full details of all authors by name, all addresses and contact details for Corresponding author.

**Main document**

**Title** – check the title gives all critical information about the paper. A succinct title which contains all critical key words is important in drawing attention to a publication, and will increase the likelihood of downloads and citations.

**Abstract** - describe in brief terms what work was conducted and the results. The Abstract is NOT the place to discuss background or justification. The Abstract must NOT exceed 300 words and ScholarOne Manuscripts will not accept longer abstracts exceeding this maximum.

Note that Sections are NOT numbered in this journal

**Abbreviations** – in general all abbreviations must be spelt out in full the first time they are used in a manuscript. Some abbreviations are well-established and do not require explaining.

**Introduction** – Give a critical review of the literature to provide context and background to your publication. Critically appraise the strengths and weaknesses of other publications and describe the ‘state-of-the-art’. It is good to give a clear statement of any gaps and thus indicate what is new about the research being reported. The novelty of the research being reported is an important aspect in the peer-review process, and it is helpful if this is explicitly stated.

**Materials & Methods**

Please ensure full details of chemicals used, instrumentation and the analytical method which are each described in separate sub-sections. Take care NOT to include any results in this section or any discussion. If you are using any already published methodology you only need to cite the reference but please note any modifications to existing methodology.

**Results & Discussion**

Can be combined as above or separate sections on ‘Results’ and ‘Discussion’

Please give a reasoned discussion of your results and their implications

**Conclusions**

It is not essential to give Conclusions if it is only repeating what has already been discussed above.

**References**

References are cited in the text by Author (year) and listed alphabetically by author in the Reference section. Please ensure that all statements in Introduction and Discussion are supported by relevant citations. Manuscripts will be expected to have up-to-date citations to recent publications in the same area.
Figures

Figure MUST be clear and legible bearing in mind they will be reduced in size in printed copy of the journal. Figures should be black and white as color is expensive and will be charged as extra to the author. Figures that appear in black-and-white in the print edition of the Journal will appear in colour in the online edition, assuming colour originals are supplied. Charges for colour pages are £250 per figure ($395 US Dollars and $385 Australian Dollars). If you wish to have more than 4 colour figures, figures 5 and above will be charged at £50 per figure ($80 US Dollars and $75 Australian Dollars). Please remove unnecessary computer print-out from figures and include only essential information.

Reviews

Where manuscripts are not experimental research papers they can follow a different format of headings but still need to comply with Abstract, Introduction, Conclusions, and Reference headings. The scope of any review manuscript must be clearly indicated. It is advisable to contact the Editor-in-Chief in advance of writing a review to check on the suitability of the content.

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