

Instructions to Authors submitting manuscript to the Journal of NeuroVirology

Scope

The Journal of NeuroVirology (JNV) provides a unique platform for the publication of high-quality basic science and clinical studies on the molecular biology and pathogenesis of viral infections of the nervous system, and for reporting on the development of novel therapeutic strategies using neurotropic viral vectors. The Journal publishes original research articles, reviews, case reports, coverage of various scientific meetings, along with supplements and special issues on selected subjects.

The Journal is currently accepting submissions of original work from the following basic and clinical research areas: Aging & Neurodegeneration, Apoptosis, CNS Signal Transduction, Emerging CNS Infections, Molecular Virology, Neural-Immune Interaction, Novel Diagnostics, Novel Therapeutics, Stem Cell Biology, Transmissible Encephalopathies/Prion, Vaccine Development, Viral Genomics, Viral Neurooncology, Viral neurochemistry, Viral Neuroimmunology, Viral Neuropharmacology

Submission of Manuscripts

All manuscripts should be submitted to the Journal of NeuroVirology via the Journal's online web-based Scholar One Manuscript Central submission system at the following link: <http://mc.manuscriptcentral.com/jneurovirol>

Authors are urged to submit manuscripts as MS Word or Adobe PDF files. Authors are responsible for verifying all files have uploaded correctly. Authors are responsible for obtaining permission to reproduce copyrighted material from other sources and must sign an agreement for transfer of copyright to the publisher upon acceptance. All accepted manuscripts, artwork, and photographs become property of the publisher.

Authors may log on or create an account by providing the corresponding author's complete address, telephone number, fax number, and email address. To expedite the review process, authors may recommend 3 to 5 reviewers. Please provide the name, address, telephone number, fax number, email address, and area of expertise for each. Note that recommended reviewers will be used at the discretion of the editor. Acknowledgment of receipt of the manuscript by the editorial office will be sent to the corresponding author, including an assigned manuscript number that should be included in all subsequent correspondence. Revised manuscripts should be submitted via Scholar One Manuscript Central's Author Center to ensure that they are linked to

the original submission.

Important notes regarding electronic submission of manuscripts

All manuscripts should be submitted via the Scholar One Manuscript Central online submission system at the following link:

<http://mc.manuscriptcentral.com/jneurovirol>.

Note that uploading of higher resolution images may take significantly longer, therefore authors are strongly encouraged to submit lower resolution images during the review process to streamline uploading. **We recommend submitting one or more pdf documents which contain all text, tables and figures during initial review.** Upon resubmission and acceptance, authors will be able to submit publication quality high resolution images as needed.

Note that Scholar One Manuscript Central will automatically assign page a running head and footer, as well as page numbers and line numbers to your manuscript. **Best online viewing results for authors and reviewers will be obtained with original files that DO NOT contain page numbers, line numbers, or any information in the manuscript header or footer.**

Contact the JNV Editorial Office for assistance if you have any difficulty with submitting your manuscript online. For the fastest response to your questions, please email us at jnv@jneurovirol.com.

Editorial Policy

All contributions should be submitted via Scholar One Manuscript Central. All general correspondence regarding editorial matters should be addressed to the Editor-in-Chief and sent to the editorial office at the following address:

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Manuscripts submitted to the Journal must represent reports of original research. Members of the Editorial Board or others of similar standing in the field will provide anonymous reviews of submitted manuscripts. Authors will be notified of acceptance, rejection, or need for revision within six weeks or less. When a manuscript is returned to the corresponding author for revision, it should be returned to the editors within 2 months, otherwise it will be considered withdrawn. By publishing a paper in the Journal of NeuroVirology, authors agree to make freely available to colleagues in academic research any plasmids, viruses, antibodies, nucleic acids, and living materials such as microbial strains and cell lines, eg, used in the research reported and that are not available from commercial suppliers.

Preparation of Manuscripts

All manuscripts should be in English. Figures should not be included within the main text document. Tables may be submitted as part of the main text documents or may be uploaded as separate text documents. See "Important notes regarding electronic submission of manuscripts" above for more details.

The title should be brief and contain no abbreviations. Include author(s)' full name and address. A corresponding author should be indicated with telephone, fax, and email address provided. Please provide a running title of not more than 50 characters, along with 3 to 6 keywords. Terms not contained within the title are preferred.

Abstracts should be 1 paragraph, not exceeding 250 words. Please avoid abbreviations/reference citations. The Introduction should assume the reader is knowledgeable in the field and should, therefore, be brief, not exceeding 1500 words.

References

Authors will be responsible for the accuracy of references. In the text, cite references by name and date. No more than 2 authors may be cited per reference in the narrative; if there are more than 2 authors, use 'et al'. The reference page must list all contributing authors per citation. Please use the following style:

Journal

Lipton, HL, Dal Canto, MC (1976). Theiler's virus-induced demyelination: Prevention by immunosuppression. *Science*, 192, 62-64.

Book

Griffin, DE (1998). HIV infection of the brain: Viruses, cytokines, and immune regulatory factors associated with dementia. In *The Neurology of AIDS*. Gendelman, HE, Lipton, SA, Epstein, L, and Swindells, S (eds). Chapman & Hall: New York, pp. 73–85. Roos, R. (1992) *Molecular Neurovirology*. Humana Press: New Jersey.

Illustrations

See “Important notes regarding electronic submission of manuscripts” above for information on online submission to streamline the review process. Illustrations for revised and accepted manuscripts should be submitted as high resolution digital files. These guidelines must be followed when submitting high quality digital files for revised and accepted manuscripts:

- * 300 dpi or higher, sized to fit on the journal page
- * .PDF, .JPEG, or .GIF format only
- * submitted as separate files, not embedded in text files

Color illustrations will be considered for publication; however, the author will be required to bear the full cost involved in their printing and publication. The charge for the first page with color is \$900.00. The next three pages with color are \$450.00 each. A custom quote will be provided for color art totaling more than 4 journal pages. Digital files should be provided at high resolution when in their final size. The publisher has the right to refuse publication of color digital files which are of unsuitable quality.

Tables

A short descriptive title should appear above each table with a clear legend and any footnotes below. All units must be included.

Nucleotide Sequences

It is expected that GenBank/EMBL accession numbers for primary nucleotide and/or amino acid sequence data will be included in the original manuscript or be inserted upon revision. The accession number should be included as a separate paragraph at the end of the Materials and Methods sections.

Abbreviations

These should be defined in parentheses after their first mention in the text, except for the use of accepted abbreviation, such as SI symbols, which need

not be defined. Use generic names when referring to drugs; trade names may be given in parentheses at first mention.

Proofs

Manuscripts will be scheduled for online publication upon receipt of proofs. Proofs must be checked immediately for typographical errors and returned to the publisher. Extensive changes will result in publication delay. Important new information that has become available between acceptance of the manuscript and receipt of the proofs may be inserted as Addendum in proof only with the permission of the editor. To speed publication time, accepted manuscripts will be indexed and published when final typeset and corrected proofs are available and therefore may be published prior to appearing in print. Manuscripts will appear in the print version of the Journal in the next available issue, normally within 2 to 4 months after acceptance. Manuscript drafts will not be published ahead of print, only final typeset and corrected proofs identical to that appearing in print will be published online.

Offprints/Page Charges

An offprint order form and a bill for page charges will accompany the proofs. It is anticipated that page charges will be paid by authors whose research was supported by special funds, grants, or contracts (departmental, governmental, institutional, etc.), or whose research was done as part of their official duties.

Short Communications are submitted and reviewed in the same way as full-length articles. The Short Communication format is intended for the presentation of observations that do not warrant full-length papers. Abstracts should be under 100 words and text should be brief.

Case Reports should highlight novel or interesting features of virological diseases affecting the nervous system, be less than 1000 words in length, have 15 references or fewer, and contain no more than 3 figures or tables.

Mini-reviews are brief summaries of not more than 4 single-sided printed pages of developments in fast-moving areas within the scope of JNV that are based on published articles. Mini-reviews may be either solicited or proffered by authors responding to a recognized need and are subject to editorial review.

Letters to the Editor should not be more than 500 words and must include data to support the writer's argument and are intended only for comments on articles published previously in the journal. If the editor believes that publication of the

letter is warranted, a reply from the corresponding author of the article will be solicited.