Instructions for Authors IVA

In Vitro Cellular & Developmental Biology – Animal (In Vitro Animal) is a journal of the Society for In Vitro Biology (SIVB). Original manuscripts reporting results of research in cellular, molecular, and developmental biology that employ or are relevant to organs, tissue, tumors, and cells in vitro will be considered for publication. The scope of the journal is embodied in the following matrix:

- Biotechnology
- Cell and Tissue Models
- Cell Growth/Differentiation/Apoptosis
- Cellular Pathology/Virology
- Cytokines/Growth Factors/Adhesion Factors
- Establishment of Cell Lines
- Product Applications
- Signal Transduction
- Stem Cells
- Toxicology/Chemical Carcinogenensis

CELL LINE AUTHENTICATION

To encourage the highest level of quality and accuracy in research submitted to the journal, In Vitro–Animal has put into effect a requirement for a statement to be included in all papers submitted to our journal beginning on January 1, 2009. This statement, which should be included in the Materials and Methods section of full articles and with the listing of materials in Reports, must include the following:

Authors must state:
1. Whether you have tested and authenticated the cell lines utilized in the research
2. List the method by which the cells were tested
3. List when the cells were last tested and where, or
4. State when the cells were obtained from a cell bank

All papers that do not include this information could have their manuscript returned with the requested revision to include this information. If you have not tested your cells for authentication, the paper might not be accepted. To access a database that lists cell lines that are currently known to be cross-contaminated or otherwise misidentified, please visit: http://iclac.org/databases/cross-contaminations/. Re-authentication is not required for serially passaged cells obtained directly from an internationally recognized cell bank that performs cell line characterizations or from a characterized Master Cell Bank and proliferated in the users laboratory for less than 6 months after receipt or reconstitution.

MANUSCRIPT SUBMISSION REQUIREMENTS

When submitting a manuscript for consideration, authors should select the matrix heading, which best covers the scope of their manuscript. The journal publishes three types of manuscripts:

Reports, Articles, Letters to the Editor, and Invited Reviews. Reports (formerly Scientific Letters to the Editor) are usually limited to three printed pages and no more than three illustrations that contain especially timely results that are of special interest to readers before development into a complete study. The Report format is particularly suited for characterizations of new cell lines, tools, techniques, and methods that do not justify a full Article. Reports receive expedited peer review and are subject to additional editorial review prior to final publication to comply with the Report format.

Articles are not restricted in length. Letters to the Editor (formerly nonscientific Letters to the Editor) concerning a wide range of issues of interest to readers, including controversial opinions, quality control of cell cultures, etc., are welcomed and are subject to editorial or peer review. Unsolicited Reviews on relevant topics will be considered; however, it is recommended that authors contact the Editor prior to preparation. Both unsolicited and Invited Reviews are subject to rigorous editorial review, often in consultation with multiple experts in the field.

CHANGES TO AUTHORS

Author changes are not allowed after submission. Authors can be added at resubmission only when additional experiments are requested. No author changes are allowed after acceptance.

ETHICAL COMPLIANCE

DISCLOSURE STATEMENTS

Disclosure statements are required for each author to be included within the manuscript text. Each statement must include the author’s name and declare the conflict of interest, or “no conflict of interest”. All potential benefits in any form from a commercial party related directly or indirectly to the subject of the manuscript or any of the authors must be acknowledged. For each source of funds, both the funding organization (written in full) and the grant number should be given. Please note that the manuscript will be returned to the corresponding author if the disclosure statement for each author is not included in the manuscript text. Details provided in the disclosure statement must correspond with the information provided in the Conflict of Interest forms uploaded during submission.

CONFLICT OF INTEREST FORMS WITH SUBMISSION.

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EXPERIMENTAL SUBJECTS/ANIMALS

All authors are expected to abide by accepted ethical standards. In investigations that involve human subjects or laboratory animals, authors should provide an explicit statement in Materials and Methods that the experimental protocols were approved by the appropriate institutional review committee and meet the guidelines of their responsible governmental agency. In the case of human subjects, informed consent is essential.

CONSSENSUS STATEMENT ON SUBMISSION AND PUBLICATION OF MANUSCRIPTS

Increasing problems of duplicate and fraudulent submissions and publications have prompted the editors of In Vitro Cellular and Developmental Biology - Animal to support the following overall principles of publication. While not intended as an all-inclusive document, these examples and guidelines should alert authors to potential problems that should be avoided when they are considering submission of a manuscript to a peer-reviewed journal. This consensus statement is intended as a basic guide for authors. In the interest of promoting the highest ethics in scientific publishing, we ask that authors take these criteria into careful consideration when submitting a manuscript to a peer-reviewed scientific journal.
CRITERIA FOR AUTHORSHIP

Individuals claiming authorship should meet all of the following 3 conditions:
1) Authors make substantial contributions to conception and design, and/or acquisition of data, and/or analysis and interpretation of data;
2) Authors participate in drafting the article or revising it critically for important intellectual content;
3) Authors give final approval of the version to be submitted and any revised version to be published.

Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Allowing one's name to appear as an author without having contributed significantly to the study or adding the name of an individual who has not contributed or who has not agreed to the work in its current form is considered a breach of appropriate authorship. Acquisition of funding, collection of data, contributing cases, or general supervision of the research group, of itself, or just being the Chair of the department does not justify authorship if the above criteria are not fulfilled.

ORDER OF AUTHORS

The order of authorship on the byline should be a joint decision of the co-authors.

MULTI-CENTER STUDIES

When a large, multi-center group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship defined above and editors will ask these individuals to complete journal-specific author and conflict of interest disclosure forms. When submitting a group-author manuscript, the corresponding author should clearly indicate the preferred citation and should clearly identify all individual authors as well as the group name.

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We are pleased to announce that we have moved to an online system of manuscript tracking called Editorial Manager. Authors are encouraged to submit their articles to In Vitro Animal ONLINE. This will allow even quicker and more efficient processing of your manuscript. A wide range of submission file formats is supported, including: Word, RTF, TIFF, GIF, JPEG, EPS, Excel and PowerPoint. PDF is not an acceptable file format.

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(http://www.editorialmanager.com/ivan/)

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Manuscripts are to be submitted in their final form. Papers must be written in English, and authors are urged to aim for clarity, brevity, and accuracy of information and language. Authors whose first language
is not English should have their papers checked for linguistic accuracy by a native English speaker.

Submitted manuscripts should conform to the following format and sequence. The Report format is similar to that for Articles and Reviews described below, except that the body of the text is not divided into sections or subheadings. Methods are integrated into the text or legend to figures and Results and Discussion are combined.

Type double-spaced, and order the elements comprising the manuscript as follows:
- Title Page
- Summary
- Key Words
- Introduction
- Materials and Methods
- Results
- Discussion
- Conclusions
- Appendix
- Acknowledgements
- References
- Tables
- Figure Legends
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TITLE PAGE: The title page should include
- the title of the article
- author(s)' name(s) and affiliation(s) (the department and institution from which the work originated)
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Literature citations in the text should indicate the author's surname with the year of publication in parentheses, e.g., Carlin (1992); Brooks and Carlin (1992). If there are more than two authors, only the first should be named, followed by "et al."

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JOURNAL PAPERS:
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SINGLE CONTRIBUTIONS IN A BOOK:
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BOOK:
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AGENCY PUBLICATION:

WEB PAGES:

Unpublished results may be cited in the text as personal communications. However, in this case the final version of the manuscript must be accompanied by a note of consent signed by each author quoted.

REFERENCES: CELL LINE AND REAGENT DATA

The source of cells utilized, species, sex, strain, race, age of donor, and whether primary or established should be clearly indicated. The name, city, and state or country of the source of reagents should be stated within parentheses when first cited. Specific tests used for verification of cell lines and novel reagents should be identified. Specific tests for the presence of
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**NOMENCLATURE**


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**Guidelines for Electronically Produced Illustrations for Print**

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**VECTOR (line) GRAPHICS**

- Vector graphics exported from a drawing program should be stored in EPS format.
- Suitable drawing program: Adobe Illustrator. For simple line art the following programs are also acceptable: Corel Draw, Freehand, Canvas.
- No rules narrower than .25 pt.
- No gray screens paler than 15% or darker than 60%.
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Upon submission of multimedia or dynamic articles, the author(s) will be required to submit the video in the following format:

- For multimedia articles, video clips should not exceed 9 minutes. For dynamic articles, video clips should not exceed 3 minutes and each manuscript should not contain more than 3 video clips.
- Multimedia file for review and submission: MPEG-1 file with the largest frame size (usually 320 x 240 pixels) that will fit on a CD and will be playable on a Windows-based computer.
- The content of these files must be identical to that reviewed and accepted by the editors of the In Vitro Plant and Animal Journals.
- All narration should be in English.
- There should be a “manuscript” submitted with the video that includes a title page, abstract and key words, as well as references if needed.

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