



Journal of the  
Association of Chemical Engineers,  
Belgrade, Serbia

# Chemical Industry & Chemical Engineering CI&CE Quarterly

CI&CEQ

Instruction for Authors

YEAR 2008.

The **Chemical Industry & Chemical Engineering Quarterly (CI&CEQ)**, as an international peer-reviewed research journal, invites contributions of original and novel fundamental research related to chemical industry and chemical engineering and connected areas. Papers describing novel theory and its application to practice as well as those reporting experimental work, which is soundly interpreted, are welcome.

***There are no page charges for this Journal.***

**Articles for publication** (text without Tables and Figures):

– *Original scientific papers* (up to 24 typewritten pages) – should be complete and authoritative accounts of work which has a special significance and must be presented clearly and concisely.

– *Preliminary communications* (up to 6 pages) – the early communication of important and original advances should always be complete.

– *Review articles* (up to 36 pages) – authors of a review article should consult with the Editor to check the suitability of their topic and material before submitting their review.

– *Professional papers* (up to 12 pages).

– *Letters to the editors* (commenting on work published in the journal).

– *Book reviews* (up to 2 pages).

All papers submitted will be dealt with rapidly and, if accepted, will normally appear in the Journal within six months. Inadequately or incorrectly prepared manuscripts may be delayed or even rejected. Authors must therefore conform closely to the instructions given below.

## Submission of Papers

All correspondence, including submission of the manuscript, notification of the Editor's decision and requests for revision, takes place by e-mail *via* the following e-mail address:

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Submission of a paper implies that:

– it has not been published previously (except in the form of an abstract or as a whole in the proceedings of papers of a scientific meeting, or as part of a published lecture or academic thesis),

– it is not under consideration for publication elsewhere and

– it will not be published elsewhere in the same form, in English or in any other language, without the written consent of the publisher.

If the paper was given, wholly or in part, at a scientific meeting, this should be stated in a footnote on the title page.

## Potential referees

All papers will be peer reviewed. Authors are asked to submit full contact details, including e-mail addresses, for three potential referees. Referees should be experts in the field of the paper, and not associated with the institution with which the authors are affiliated. The final choice of referees will remain entirely with the Editor.

## Preparation of Manuscripts

*Language.* Manuscripts should be written in good English. Authors for whom English is not their native language are encouraged to have their paper checked before submission for grammar and clarity by a native English speaker.

*Typing.* Manuscripts must be typewritten in Word with a font size of 12 or 10 pt, 1.5-spaced with wide margins (2 to 3 cm) on A4 pages. The text should be in single-column format. Number all pages of the manuscript including references, tables, a list of figure captions and figures. Indicate positions for figures and tables in the text.

*General Format.* The manuscript should contain the following in this order: Title Page, Abstract and Keywords, Text, Acknowledgements (optional), Appendix (optional), Nomenclature, References, Figure captions, Tables and Figures. Do not import the Tables or Figures into the text.

*Title Page.* The title page should be devoted to the title (in caps), the full name(s) of the author(s), and the full postal addresses for all co-authors. In multi-authored texts, indicate author affiliation by superscript Arabic numbers placed after author's name

and before the appropriate address. Clearly indicate who is willing to handle correspondence at all stages of refereeing, publication and post-publication. The corresponding author should be identified with an asterisk. A footnote should contain an e-mail address, telephone number and fax number for the corresponding author. Title should be concise and explanatory of the content of the paper.

**Abstract.** The second page should consist of an abstract of 150-200 words summarizing the major findings, and 4-6 keywords to facilitate indexing and on-line searching.

**Text.** The text may contain: Introduction, Theoretical part (if necessary), Experimental, Results and Discussion and Conclusion. It should clearly convey the purpose of the study, the approach, and the key findings. Footnotes, if any, should be identified with superscript Arabic numbers. Indicate references in the text using numerals in square brackets in order of appearance (for instance, [1,2,3-6]). Indicate approximate locations of tables and figures directly in the electronic text. Authors should distinguish clearly between main and subsidiary headings. Headings should not be numbered.

**Introduction.** This should state previous relevant work with appropriate references, the problem investigated and the aim of the work.

**Theoretical part.** It gives, if necessary, the theoretical basis of the work performed, such as models *etc.*

**Experimental.** The methods and materials used should be stated clearly in sufficient detail to permit the work to be repeated by others. Only new techniques should be described in detail; known methods must have adequately references.

**Results and Discussion.** Results should be presented concisely, with tables or illustrations for clarity. The significance of the findings should be discussed without repetition of the material in the Introduction. Adequate indication of the level of experimental error and the statistical significance of the results should be given. The number of illustrations, graphs and chemical formulae used must be kept to a minimum.

**Conclusion.** It should indicate the significant contribution of the manuscript with its applications.

**Nomenclature.** If symbols, letters and abbreviations are used in the text, they should be listed with their explanations.

**References.** References should start on a separate page. All publications cited in the text should be presented in a list of references following the text of the manuscript. The list of references should be arranged according to their appearance in the text. Give names of all authors (do not use "*et al.*"), with their initials before the respective surnames. Exclude article

titles in journals. Journal titles should be abbreviated according to the Chemical Abstracts Service Source Index, 2005 Edition, and supplements. The abbreviated titles should be followed by the volume number, year (in parentheses) and first and last page numbers.

Examples:

1. A. B. Wilchem, B. A. Wilchem, *Chem. Ind.* **50** (1996) 123-125

2. C. Wilchem, *Textbook of Chemistry*, Publisher, City, 1990, p. 123

3. D. Wilchem, in *Chemistry Handbook*, E. Editor Ed., Publisher, City, 1990, p. 123.

Online citations should include the author, title, website and date of access (example: N. A. Wright, *The Standing of UK Histopathology Research 1997-2002*, <http://pathsoc.org.uk> (7 October 2004)).

**Acknowledgements.** These should be kept to a minimum.

**Tables.** Tables should be placed after the references, with each table placed on a separate page, numbered consecutively in the order to which they are referred and given a suitable caption. Each table should have a brief descriptive title. Footnotes to tables should be typed below the table and should be referred to by superscript lowercase letters. No vertical rules should be used. Tables should not duplicate results presented elsewhere in the manuscript (*e.g.* in graphs).

### Preparation of Illustrations

Use uniform lettering and sizing of original artwork.

- Save text in illustrations as "graphics".
- Number the illustrations according to their sequence in the text.
- Provide all illustrations as separate files.
- Provide captions to illustrations separately.
- Produce images near to the desired size of the printed version.

The electronic artwork should be converted to one of the following formats (note the resolution requirements for line drawings, halftones, and line/half-tone combinations given below):

**EPS:** vector drawings. Embed the font or save the text as "graphics".

**TIFF:** greyscale photographs (halftones): always use a minimum of 300 dpi.

**TIFF:** bitmapped line drawings; use a minimum of 1000 dpi.

**TIFF:** Combinations bitmapped line/half-tone (greyscale); a minimum of 600 dpi is required.

**Figures.** Photographs, charts and diagrams are all to be referred to as "Figure(s)". Figures should be placed after the tables, numbered consecutively in the

order to which they are referred, and given a descriptive caption. Do not use any type of shading on computer-generated illustrations. Number of illustrations should be restricted to the absolute minimum. A caption should comprise a brief title (not on the figure itself) and a description of the illustration. Keep text in the illustrations themselves to a minimum but explain all symbols and abbreviations used. Supply captions on a separate sheet, not attached to the figure.

*Line drawings.* The lettering and symbols, as well as other details, should have proportionate dimensions, so as not to become illegible or unclear after possible reduction; in general, the figures should be designed for a reduction factor of two to three. Illustrations will not be enlarged.

*Photographs (halftones).* Photographs should be avoided unless they are of high contrast, clear, black and white, glossy prints. Colour photographs are not acceptable. Remove non-essential areas of a photograph. Where necessary, insert a scale bar in the illustration (not below it), as opposed to giving a magnification factor in the caption.

*Formulae and Equations.* They must be written with great care using corresponding formula/equation editor. Use parentheses freely to avoid ambiguities. Make distinction between digit "one" and letter "l" and between digit "zero" and capital "O". Do not use small letter "o" for zero. Equations should be numbered (1), (2) *etc.*

*Units.* Authors are requested to use SI (metric) units. Although SI units are preferred, the use of litres (L) with the appropriate derivation and Celsius degree (°C) is acceptable, as long as the use is consistent throughout the manuscript.

*Plants, animals and microorganisms.* They should be given their full binominal Latin name, in italic, in the title, abstract, headings and legends of tables and figures, and at the first mention in the text. A collection number, strain number or name should be quoted, *e.g. Escherichia coli* (K12). Thereafter abbreviate them in the text, *e.g. E. coli*.

*Symbols, terminology and abbreviations.* Internationally accepted usage is recommended. Symbols and abbreviations should be used consistently.

*Chemical nomenclature.* Follow the usage of Chemical Abstracts whenever possible.

The names and location of suppliers/makers of equipment, chemicals, *etc.* should be provided. The details should be given in the first mention, then subsequently only the maker's/supplier's name.

#### Additional Information

*Review Process.* All manuscripts are sent to at least two independent referees which will be asked to

complete the refereeing job within 4 to 6 weeks. The final decision regarding acceptance will be made by the Editors. Manuscripts may be sent back to authors for revision if necessary. Revised manuscript submissions should be made as soon as possible (within 4 weeks) after the receipt of the referees' comments.

*Proofs.* One set of page proofs in PDF format will be sent by e-mail to the corresponding Author. The author may list the corrections and return to the journal in an e-mail. Please list the corrections quoting line number. If, for any reason, this is not possible, then mark the corrections and any other comments on a printout of your proof and return by fax, or scan the pages and e-mail, or by post.

This proof should only be used for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will not be considered at this stage. It is important to ensure that all corrections are sent back to the journal in one communication. The publication of the article may be proceeded if no response is received.

Proofs must be corrected and returned to the publishers within 48 hours of receipt.

*Offprints.* The corresponding author, at no cost, will be provided with a PDF file of the article (e-offprints) *via* e-mail and 10 free paper offprints.

*Author Services.* For inquiries relating to the submission of manuscripts, please send an e-mail to the Editor.

#### Submission check list

Prior to sending it to the Editor for review, ensure that the following items are present:

- One Author designated as corresponding Author:
- E-mail address
- Full postal address
- Telephone and fax numbers
- Keywords
- All figure captions
- All tables (including title, description, footnotes)
- Manuscript has been "spellchecked"
- References are in the correct format
- All references mentioned in the Reference list are cited in the text, and *vice versa*
- Permission has been obtained for use of copyrighted material from other sources (including the Web)
- Figures are black-and-white
- All necessary files have been included.