British Journal of Cancer – Instructions to Authors

Manuscripts should be submitted to Editorial Office, British Journal of Cancer, Gray Laboratory Cancer Research Trust, PO Box 100, Mount Vernon Hospital, Northwood, Middlesex, HA6 2JR, UK. The original and three good copies are required of both text and illustrations. Duplicates of photographs must be of the same standard as the originals.

Ethics
Typescripts that contain the results of human and/or animal studies will be accepted for publication only if it is made clear that a high standard of ethics was applied in carrying out the investigations.

Papers reporting clinical studies should, where appropriate, contain a statement that they have been carried out with ethical committee approval. Single case studies are not usually acceptable. Papers disregarding the welfare of experimental animals will be rejected. Authors may find the UKCCCR ‘Guidelines for the Welfare of Animals in Experimental Neoplasia’ helpful in this regard. These were published in British Journal of Cancer (1998) 77(1): 1–10. Copies may be obtained from: UKCCCR, PO Box 123, Lincoln’s Inn Fields, London WC2A 3PX, UK.

Presentation of manuscripts
Your manuscript (written in English) should be typewritten using double spacing on one side only of good quality paper. To assist the reviewers of your manuscript, you should provide a wide margin (at least 3cm) all round the text. Manuscripts must be concise and not exceed approximately 5 printed pages. This is the equivalent to approximately 5000–5500 words. Assume each figure, table and 10 references are equivalent to 200 words.

Your title page, numbered as 1, should give the title in capital letters (not exceeding 100 letters), a running title (not exceeding 50 letters) and the authors’ names (as they are to appear), affiliations and complete addresses, including postal (zip) codes.

The author and address to whom correspondence should be sent must be clearly indicated. Please supply telephone, fax and e-mail numbers for the corresponding author.

A summary of your manuscript, a maximum of 200 words, summarizing the content, should be provided on a separate sheet following the title page. A list of three to six keywords should follow the summary.

Full papers should be divided into sections: Introduction; Materials and methods; Results; Discussion; Acknowledgements; and References.

Short communications (1500 words) should have the above section headings and a brief summary (~50 words).

Abbreviations and units. Avoid abbreviations in the title and abstract. All unusual abbreviations should be fully explained at their first occurrence in the text. All measurements should be expressed in SI units. For more detailed recommendations, authors may consult the Royal Society of Medicine publication entitled Units, Symbols and Abbreviations: A Guide for Biological and Medical Editors and Authors.

Drug names. Generic names should be used.

Tables should be as few as possible and should present only essential data. Each must be typed on a separate sheet with a title or caption and clearly numbered. Please make sure each table is cited within the text. e.g. (Table 3).

Illustrations. All line drawings and photographic prints should be submitted on separate sheets and be of a reproducible quality (not photocopies). They must be clearly marked (by a label pasted on the back or in soft pencil) with the figure number (Arabic numeral) and the top of the figure should be indicated with an arrow. Please make sure each figure is cited within the text, e.g. (Figure 2). Captions must be typed, double spaced on a separate sheet.

Full colour illustrations may be included within the text, at the discretion of the Editor-in-Chief. However, a charge will be made to the author to cover the extra costs incurred in originating and printing colour illustrations. Authors will be advised of any such charges, which depend on the size and quantity of colour illustrations, prior to publication.

Photographs and photomicrographs should be unmounted. Glossy prints should not be submitted, and should be chosen to exclude technical artefacts. Magnification should be indicated by a line representing a defined length included within the photographs. Areas of key interest and/or critical reproduction should be indicated on a photocopy. All annotation and lettering should be indicated in the same way, and preferably not included on the original print. Clearly contrasted and focused prints are essential for adequate reproduction. Four originals of all photographs must be submitted. Photocopies are generally unsuitable for refereeing purposes.

References. Only papers closely related to the author’s work should be quoted, and these should where possible be original papers rather than reviews. Exhaustive lists should be avoided. Citation of Conference Proceedings or Meeting Abstracts should also be avoided unless there is no other reference.

References in the text should be made by giving the author’s surname, with the year of publication in brackets. When the reference is to a specific part of a book, the page number should also be cited. When reference is made to a work by three or more authors, the first name followed by et al should be used on all occasions. If several papers by the same first author and from the same year are cited, a, b, c, etc. should be added after the year of publication. It is the author’s responsibility to check the accuracy of all references before submitting a manuscript. References should be brought together at the end of the paper in alphabetical order, where titles of papers and all authors’ names should be given in full. Names of journals should be abbreviated as in Index Medicus, followed by the volume number and the initial and final page numbers, e.g.:


References to books and monographs should appear as in the following examples:


Disk submission
After review, authors requested to resubmit should, where possible, supply the editorial office with a copy of the manuscript on disk together with 4 typescript copies. Ensure the disk and typescript match exactly. The Editor will accept a 3.5 inch disk in any IBM or Macintosh word processing format. Please indicate on the label attached to your disk, your name, address, typescript title and name of the word processing package used.

Please ensure that all sections of your article are in a single file in the order set out above and with references in the correct style. Tables, with their captions, and figure legends should be supplied on disk in a separate file. Line illustrations may be supplied on disk but must be in a separate file and not embedded in the text. Photographic prints will be handled separately and should not be supplied on disk.

Late-breaking news
British Journal of Cancer has a fast-track system for publication of short reports of recent, important findings. Material for this section must be submitted on disk with an accompanying printout. After review this material will appear in the next available issue.

Permissions to reproduce borrowed material
Written permission to reproduce borrowed material (illustrations, tables and identifiable clinical photographs) must be obtained from the original publishers and authors, and submitted with the typescript. Borrowed material should be acknowledged in the captions in this style: ‘Reproduced by kind permission of ... (publishers) ... from ... (reference).’ It is the responsibility of the author to obtain all such permissions.

Copyright
In order to ensure maximum dissemination and copyright protection of material published in British Journal of Cancer, copyright must be explicitly transferred from the author to the Cancer Research Campaign. A copy of the copyright transfer agreement will be sent to the corresponding author. This must be completed and returned to the Editorial Office.

A paper is accepted for publication on the understanding that it has not been submitted simultaneously to another journal, that it reports unpublished work, that all named authors have agreed to its submission and that if accepted it will not be published in the same form, in any language, without the consent of the publishers. Papers should be in English. The Editors reserve the right to make literary corrections.

Proofs
Page proofs are sent to the corresponding author for checking. The proofs plus any minor corrections must be returned to the Editorial Office by fax or post within 48 hours of receipt.

Twenty-five free offprints will be sent, free of charge, to the corresponding author; extra copies may also be ordered on a form that will accompany your page proofs.
The gold standard in oncology

BJC provides vital information in a fast-moving field, publishing primary research articles on:
- Cellular and molecular biology
- Clinical oncology
- Experimental therapeutics
- Epidemiology
- Pathology

The journal also covers the clinical implications of research findings. BJC ensures that your perspective is truly international, with over 70% of published papers originating outside the UK. Its impact factor of 3.666 in 1996 makes it the premier European journal in the field.

In addition to original research articles, you will find:
- High quality review articles
- Fast-track news items
- Editorials on 'hot' issues
- Research correspondence
- Conference information
- Free conference abstract supplements
- Book reviews

Indexed in:
Current Contents, Medline, Index Medicus, Science Citation Index, Excerpta Medica, Current Advances in Genetics and Molecular Biology, Index to Scientific Reviews