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Please be sure to include your e-mail address and your fax number.

Manuscripts which are returned to the authors for revision should be sent back within 5 weeks; otherwise they will be considered withdrawn.

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The author is responsible for the accuracy of the references.

4. Manuscript preparation

General remarks: To help you prepare your manuscript, Springer offers a template that can be used with Winword 7 (Windows 95), 97, 2000, and Word for Macintosh.

For details see point 5.

All manuscripts are subject to copy editing.

Title page

The title page should include:

–The name(s) of the author(s)

–A concise and informative title

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▪ **Abstract.** Each paper must be preceded by an abstract of not more than 200 words describing the main thrust of the paper.

▪ **Keywords.** Up to 6 keywords should be supplied after the Abstract characterising the scope of the paper.

▪ **Abbreviations** should be defined at first mention in the abstract and again in the main body of the text and used consistently thereafter.

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The accuracy of the references is the authors' responsibility. Inconsistencies between the reference list and text citations may lead to a delay in publication.

References should be *numbered in the order in which they appear* in the text and listed in *numerical order*. Journal titles should be abbreviated according to standard conventions. References with correct punctuation should be styled as follows:

Chapter in a book:

Green G, Black B, Red R (2002) Title of chapter. In Yellow R et al. (eds). Title of book, Publisher, Place of publication, pp 156-165.

Book:

Green G (2000) Title of Book. Publisher, Place of publication

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References such as "personal communications" or "unpublished data" cannot be included in the reference list, but should be mentioned in the text in parentheses: this also applies to papers presented at a meeting but not yet published or accepted for publication. A date should be given for both "personal communications" and "unpublished data".

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Example:

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Line drawings. Please submit good-quality prints. The inscriptions should be clearly legible.

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Size of figures. The figures should either match the width of the column (80mm) or be 110 mm. The maximum length is 230 mm.

Figure legends must be brief, self-sufficient explanations of the illustrations. The legends should be placed at the end of the text.

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For **color illustrations** the authors will be expected to make a contribution (£308, plus VAT per color page) towards the extra costs.

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Text: The zip file should be sent unencoded.

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1. Use a normal, plain font (e.g., Times Roman) for text. Other style options:

–for textual emphasis use italic types.

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2. Use the automatic page numbering function to number the pages.

3. Do not use field functions.

4. For indents use tab stops or other commands, not the space bar.

5. Use the table functions of your word processing program, not spreadsheets, to make tables.

6. Use the equation editor of your word processing program or MathType for equations.

7. Place any figure legends or tables at the end of the article.

8. Submit all figures as separate files and do not integrate them within the text.

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Save your file in two formats:

1. RTF (Rich Text Format) or Microsoft Word compatible formats

2. pdf (a single pdf file including text, tables and figures). Make sure that all fonts are embedded.

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