

Original Communications for the Proceedings of the Nutrition Society

Directions to Contributors

Original communications offer members of the Society the opportunity to present results of recent research in advance of their publication in a full paper.

Submission

Abstracts of your original communications must be submitted online from the website <http://www.nutrition society.org>. All questions with an asterisk in the online submission form must be answered and your article file must be submitted as an attachment. The licence to publish is included in the online submission.

If you experience any problems when submitting your OC please email: info_officer@nutsoc.org.uk. Files created in Microsoft® Word are strongly preferred, but those created with other IBM-compatible Word processing packages and saved in Word Format may be acceptable. Abstracts received after the submission deadline will not be considered.

Non-members submitting abstracts must be introduced by a member. Abstracts that do not comply with these directions will be returned to the author.

Editing and publication

Abstracts published in the Proceedings are not subject to further editing. It is thus vital that they are prepared in accordance with the journal's requirements. Although we discourage the use of subheadings within the abstract the editors would wish authors to include: sufficient introduction (including references if relevant) to allow the nutritional context to be accessed, a clear outline of the methodology used including the number of replicates and key methods (again supported by a reference if relevant), a clear results section showing the data obtained (note it is not acceptable to indicate that data will be presented at the meeting; the data must be in the abstract) and a clear conclusion. Authors should consult a recent issue of the *Proceedings* for examples of acceptable formats.

Acceptance

The abstract of your Original Communication will be examined by a scientific and editorial committee before being accepted for presentation at the meeting. In making its decision, the committee will consider the quality of the communication in terms of its relevance to nutritional science, the substance of its results, and its originality. The editors also encourage prospective authors to consult the notes above regarding editing and publication

Communications will be assigned to poster or oral presentation sessions according to the best arrangement of the programme as decided by those organizing the meeting, taking into account (where possible) the stated preference of the presenting author. Presentations by oral or poster communications are given equal weight and are not differentiated upon publication in the *Proceedings*. Abstracts that have been accepted for presentation will be published without editing on the Society website before the meeting, and will be available in printed form at the meeting. Members not wanting their abstracts published on the Society website must indicate this clearly on the submission form.

Rejection

Abstracts would normally be rejected on the following grounds: failure to prepare abstract in accordance to guidelines, ethical considerations, previous publication elsewhere, insufficient scientific content, lack of data, lack of nutritional relevance or conclusions not supported by the data. The editors maintain a FAQ (frequently asked questions) on the web site outlining the most common reasons for rejection. In addition, if more abstracts are submitted than can be included in the meeting, then abstracts **not** selected will be from groups of abstracts submitted by the same author(s), if possible in consultation with the author(s). Preference will be given to those abstracts most closely related to the themes of the meeting.

Technical directions for preparation of abstracts

Size: The text and any figures or tables must be within an image area of 171 mm wide x 266 mm tall

Text, tables or figures may be right up to the limit but original communications exceeding these dimensions will be rejected. On an A4 page set the top and bottom margins to 1.2 cm, left at 1.5cm and right margins to 2.5 cm to achieve the correct measure.

Typeface: The font or typeface should be similar to Times New Roman 12 point. Within tables and the reference list (if any) the same typestyle should be used but the pitch should be reduced to 10 point.

Line spacing: This should be set at 1.2.

Title: Type in bold type, beginning in the first space on line 1. Use an initial capital letter only for the first word and for proper nouns. Generally, abbreviations should not be used in the title.

Authors: Do not leave a blank line between the title and the authors' names. The authors' names should be preceded by the word 'By'. Type authors' names in capitals, giving each author's initials before the surname. Separate names with commas, except for the last name, which should be preceded by the word 'and'. Terminate the author list with a comma.

Addresses: Leave one character space between the authors' names and the addresses. Type addresses in italics; use lower case except for initial letters of words. If there is more than one name and address they should be related by superscript numbers; do not place addresses between the names in a list of authors. State the postcode if UK; state the country if not UK

Text: The text should start at character space 1 on the first line. Subsequent paragraphs should be indented (about 5 mm). Do not leave blank lines between paragraphs. Text should be fully justified (right and left). Do not use subheadings such as Methods, Results and Conclusions in abstracts.

References: Within the text, citations should be numbered consecutively in the order in which they first appear in the text using superscript Arabic numerals in parentheses. If a reference is cited more than once the same number should be used each time. The references should be listed in numerical order at the end of the text. The name of the journal should be abbreviated and typed in italics. For a detailed description of the correct form of references, please see the Directions to Contributors for the *Proceedings of the Nutrition Society* on the web site at <http://www.nutrition society.org>

Tables: Tables must be prepared in true table format (i.e. without the use of tabs or spaces to align the columns) and must be aligned in the text in an upright orientation, not sideways. It is not necessary to give titles to tables. Tables should be comprehensible from the text of the abstracts, the column heading and the legend. SI units must be clearly indicated for all variables, preferably as part of the column heading. The table should be separated from the text by single horizontal lines at the top and bottom. The column headings should be separated from values by a single line. Otherwise, tables should not be subdivided by lines.

Statistics: It is not necessary to give a detailed account of any statistical methods, but some indication should be given of the variability of replicated results and significance of any stated differences. Significantly different means in tables should be distinguished by different superscript letters. In tables, give SD or SE as separate columns; do not use \pm with SD or SE in either tables or text.

Figures: Figures must be in position within the text box, They will not be relettered, redrawn or reproduced separate from the text. They should be in grayscale, colour can not be used

The Nutrition Society 10 Cambridge Court, 210 Shepherds Bush Road, London W6

7NJ Tel: 0207-602-0228

Fax: 0207602-1756 Email: edoffice@nutsoc.org.uk www.nutritionssociety.org