Eppendorf Application Notes

- Instructions to Authors -

An Application Note deals with a formulated scientific question, has an experimental trial structure and presents scientific results to solve a particular problem or a specific issue.

1 Structure of an Application Note

1.1 Header of the Application Note

Title
The title should reflect the content of the Application Note. If possible, the Eppendorf product/system used should be mentioned in the title.

Authors
All authors are written with full first and last names. Academic titles (Dr., Prof.) are not used.

Addresses
The institutes involved must be listed with their full addresses (name of the institute, postal address, country). Furthermore, an e-mail address should be given for one of the authors as a possible contact address ("Corresponding author").
If an Application Note involves authors from several institutes with different addresses, the association of an address to one of the authors must be clarified, for example John Doe.

1.2 Abstract

Maximum length of abstract 200 words.
The abstract should be a brief summary of the content of the Application Note. It should describe what the Application Note is about (subject), the problem that is being addressed and which Eppendorf product is being used. The most significant results and conclusions should also be summarized in brief.

1.3 Introduction

The introduction presents the problem dealt with in the Application Note, and at the end it briefly mentions the experiments carried out. If possible, references should be quoted.

1.4 Materials and Methods

In the Materials and Methods section, the methods carried out should be described in such a way that any end-user can copy the experiments in his or her own lab.
It is also possible for this section to describe how an Eppendorf product is particularly well- suited to a certain method and whether certain things need to be taken into account during use. For products used in the Application Note the manufacturer and the country of origin should be named in brackets after the product name, e.g. DMI 6000 (Leica Microsystems, Germany).

1.5 Results

Description of pure experiment results without any interpretation. The most significant resultsshould be supported by easy-to-understand graphs, figures or tables. Please follow the instructions described in the "Graphic elements" section (section 3).

1.6 Discussion

Interpretation of the experimental results with regard to the question/problem described in the introduction. A "Conclusion" may also be described in this section.

1.7 Alternative: Results and Discussion

If it makes sense for the structure of the Application Note, the results and their discussion may be summarized in a common section, "Results and Discussion".

1.8 Optional: Acknowledgement

If you wish to thank someone.

1.9 References

Every reference source mentioned must be cited at least once in the document. Citations are shown numerically in the sequence in which they occur: [1] or [1, 2, 5] or [1-4].The final formatting of the reference section will be done by Eppendorf.

2 Submitting the Application Note

The Application Note should be submitted as a Word file. Graphs and images have to be submitted separately (see below).

3 Graphic elements

3.1 Figures

Figures in Application Notes consist of an image and accompanying text.

3.1.1Image

There are two types of graphic:
A) Photographs and B) (Line) drawings

Re A) Photographs
Photographs can be sent to Communications/Advertising in the form of
Aa) analog primary material such as negative or slide film
Ab) analog secondary material like a print
Ac) digital picture as an electronic file

Re Ac)
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These are pixel graphics - typical file formats are TIFF and JPEG. The quality of such image files must meet certain requirements:

To professionally print an Application Note
each figure used must have a resolution of approximately 300 dpi. A figure that is 5 x 5 cm large and 300 dpi yields a file size of at least 1.3 MB.
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Important note on digital art such as gel images and array scans, which are often taken using digital cameras: always save these images at the highest possible camera resolution and in TIFF format whenever possible (only save in JPEG format as a last resort, as this format inevitably generates poorer image quality).
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Please do not process the original digital file. If image processing is necessary, first make a copy of the original file and then only process this copy. For publication, Communications/Advertising will then process the original file according to the template to make it fit for printing.

Re B) (Line) drawings
(Line) drawings are manually constructed drawings and vector graphics - examples of typical file formats are EPS and also graphics compiled in Excel or PowerPoint.
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Drawings of this kind should be as clear and well laid-out as possible to make it easy for readers to understand the information they contain. When designing graphs, keep in mind that they should also be easy to read in black and white. You may also contact us during the design of such drawings. For publication, we may then process the original file in accordance with requirements for printing.

3.1.2 Text part

All pictures, line drawings and graphics have a caption underneath the figure. This caption
should briefly describe the contents of the figure.
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The figures within the Application Note are numbered.
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The caption starts with "**Figure 1:**" in bold type followed by the caption in regular type.
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The text of the Application Note should make at least one reference to the relevant figure in the form of "Figure 1" or "(Figure 1)".

3.2 Tables

Tables, like images, should be as clear and well laid-out as possible to make it easy for readers to understand the information they contain. When designing tables, keep in mind that they also need to be easy to read in black and white print.
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All tables have a caption above the table. This caption should briefly describe what can be seen in the table.
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All tables in the Application Note are also numbered and use their own series of numbers that parallels the figure numbering. Scheme: The caption starts with "**Table 1:**" in bold type followed by the caption in regular type.
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The text should make at least one reference to the table in the form of "Table 1" or "(Table 1)".
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You do not need to follow any particular rules when creating tables and drawings, as we will generally format them as we prepare the Application Note file for print.

(Version 2.0, May 2016)