

# Guidelines to authors

Objectives and aims of ALTEX are explained in the masthead. Please keep in mind that technical terms should be comprehensible also for readers not only for experts in the particular field. Relevancy to animal protection or reference to the 3R-principle have to become clearly evident within the article.

Manuscripts in duplicate and on 3,5 " discs (Word for Mac 5.1, Winword 6.0/7.0 or ASCII) should be sent to the editors office in Zurich or Konstanz (FFVFF/ALTEX, Hegarstasse 9, Postfach 1766, CH-8032 Zurich, or: Redaktion ALTEX, Postfach 100125, D-78401 Konstanz). After prior arrangement, transmission of files via internet (altex@bluewin.ch) is also possible.

Please save all manuscripts without any layout formats or any formattings.

## Structure of main articles:

- title, 12 words maximum, if somehow possible
- authors (with full first names, please)
- abstracts (150 words maximum), summaries (with English titles)
- 3 to 5 keywords (in English)
- introduction and questions
- please give a special statement concerning the 3R relevance of the article
- materials and methods (please do not list animals as materials, and please list full addresses of manufacturers and distributors)
- results
- discussions
- literature (see examples)
- references to sponsoring and credits
- correspondence addresses

Contributions in the field of humanities (natural science) as well as short communications may diverge from this structure. For units of measurements please use the international standard measuring system (SI). Figures should be written in the decimal system (i.e. 1.000,25) and for equations in the manuscript a separate line should be used. Please mark

Trademarks (™) and Registered goods ®. Abbreviations should be explained at the first instance. If several abbreviations are being used please add an abbreviation index as final note.

## Bibliographical references:

Bibliographical references should be marked with the name/s of the author/s as well as with the year of publication within the manuscript. In case of more than two authors, please use the name of the primary one and add "et al.". In case of several publications by the same author/s within one year's time, please mark them with a, b, c, and so on.

## Literature index:

### Articles from periodicals:

Cock Buning, Tj. de and Theune, E. (1994). A comparison of three models for ethical evaluation of proposed animal experiments. *Animal welfare* 3, 107-128.

### Articles from books:

Nab, J., Balls, M., and C.F.M. Hendriksen (1993). Alternatives to animal experimentation. In L.F.M van Zutphen, V. Baumans, and A.C. Beynen (eds.), *Principles of Laboratory Animal Science* (319-335). Amsterdam, London, New York, Tokyo: Elsevier.

### Books:

Russel, W.M.S. and Burch, R.L. (1959). *The principles of Humane Experimental Technique*. Charts and illustrations should be added on separate sheets. London: Methuen.

## Charts and illustrations:

Charts and illustrations have to be added to the manuscript on separate sheets and have to include the name of the primary author as well as the numbers for illustrations and charts. Charts must be supplied with a headline and illustrations

with a caption. Charts and illustrations should be comprehensible independently from the text. Within the manuscript there should be references to charts and illustrations (see chart 1, see illustration 1). Placement can be marked by using double brackets, i.e. ((insert chart No. 1 here)). Please do not use the space bar but use tabulator key within the charts.

Regarding illustrations we'd like to ask for black and white copies suitable for offset-printing in addition to files on disc. Labelling in Helvetica/Arial should be still readable even in a reduced size. Regarding file formats of illustrations, please confer with the editors office.

If using other authors' illustration, please enclose a copy right size of ALTEX type area is as follows: 17,4 cm in width and 27,2 cm in height. This represents the maximum size for illustrations and charts.

## Special symbols

In case you should need a special symbol which is not available on your keyboard please add an explanation in double brackets as well as a list of all these special symbols, i.e. ((sigma)).

## Choice of expert advisors

For main articles (not for short communications) two expert's opinion will be obtained. In case of a contradiction a third expertise will decide. In addition to these opinions there will also be a evaluation of the intelligibility of the manuscript and the captions. This evaluation procedure will remain anonymous.

## Further inquiries

For all further inquiries regarding the structure of manuscripts please contact the editors office in Zurich. Questions in connection with the content ought to be discussed with the corresponding editor.