librello

Guidelines for Authors

1.   Welcome Note

Thank you for considering Librello as a venue to the publication of your work. Librello has been founded as a not-for-profit organization in Switzerland. Our objective is to enhance the access to scientific knowledge through the publication of scholarly articles on our web-based platform. The entire content published in Librello's journals is freely accessible online immediately upon publication. Every submitted article goes through a fast yet rigorous single-blind peer review by experts. We are committed to our readers and authors to ensure high quality standards in publications for our journals.

2.   Types of manuscripts

- **Research Article**: These original articles have no restriction in length but will usually be up to about 8,000 words. The usual structure of a manuscript is according to the following headings: 1. Introduction, 2. Material and Methods, 3. Results, 4. Discussion, 5. Conclusions, Acknowledgements, References.

- **Review**: These articles are full length reviews of about 9,000–12,000 words. Reviews on important topics can include the traditional literature review, or more quantitative meta-analyses and syntheses. They should (1) be of broad interest to readers, (2) highlight novel ideas and principles emerging over the past years, and (3) include a critical evaluation of research as well as prospects for future research directions. Authors considering the submission of a review paper are recommended to check guidelines recently published for writing reviews [1]. Reviews should be structured into numbered sections (e.g. 1. Introduction, . . .) and subsections (2.1., 2.2., etc.), but should avoid more than two levels of headings.

- **Mini-Review**: This type is a shorter review, of 5,000–7,000 words on a topic of high importance but less broad than what could be covered in a full Review.

- **Book Review**: It gives the reader a concise summary of the content, including a relevant description of the topic, the structure of the book, and its overall perspective, argument,

or purpose, and, more importantly, it offers a critical assessment of the content. Further, it often suggests whether or not the audience would appreciate the book.

- **Ideas and Perspectives**. Our journals publish essays articulating new ideas, emerging frameworks, and novel concepts and perspectives that are likely to appeal to a wide audience. Papers mainly reviewing a topic, statements of opinion, or papers mainly discussing the author's own work will not be considered in this category.

- **Commentary** / **Response**: Commentaries are published as a direct commentary on a particular original research article or review article published over the previous 6 months in the same journal. Commentaries should usually be up to 2000 words, and must be referenced; authors will be invited to respond to the Commentary; both Commentary and Response will be published together; both will usually be sent out for peer review before publication.

- **Special Issues**: If you plan to submit a collection of papers on a specific topic please contact the editor in chief with a short proposal containing the background of the topic as well as a complete list of all papers to be included. Please indicate whether the contributions are papers presented at a conference.

[1] Pautasso M. Ten Simple Rules for Writing a Literature Review. PLoS Computational Biology.2013;9(7)e1003149. doi:10.1371/journal.pcbi.1003149.

3. Language

Librello currently publishes articles in English only. Authors whose first language is not English are strongly advised to have their manuscript checked by an English native speaker prior to submission. Manuscripts with serious deficiencies in English may be returned without review.

4. Preparing the Manuscript

Librello welcomes the following types of manuscripts: Research Papers, Reviews, Communications and Short Notes. Original manuscripts must be submitted in the format .odt or .doc, 12 pt times new roman, left aligned and with double-line spacing. There is no page limit to the manuscripts submitted to Librello. Authors are nevertheless encouraged to keep their papers as concise as possible. The first page must contain the tentative title, the list of authors (corresponding author must be identified) with their full affiliation (institution and postal address). Telephone and Fax numbers and e-mail address for the corresponding author should be given.

The **Title** should describe precisely and concisely the manuscript. It should be written in title case, i.e., all words should be capitalized, with the exception of prepositions, conjunctions and articles. The **Abstract** should not exceed 300 words. It should introduce the study, explain briefly the techniques and summarize the most important findings and conclusions. Below the Abstract, the author should list 4–10 **Keywords** alphabetically ordered.

Figures and **Tables** must be inserted in the manuscript after their first mention in the text. The header of the Tables and the captions of the Figures should be concise, while providing enough information for the reader. Please provide us with Figures in high resolution, suitable to be printed in the current size. If a figure has been published previously, the author must hold permission from the copyright holder to reproduce the figure before submitting the manuscript for publication.

4.1. Citations and References

Citations in the text should be done as numbers in square brackets, and the numbers must be ordered by the appearance in the text. The list of **References** must appear at the end of the

manuscript, and the references must be formatted according to the Vancouver style. Footnotes are not allowed, notes must be cited in the text following the same rule as for references, and the notes must appear among the list of references.

Examples of Bibliography

Article

1. Author1 AB, Author2 AB. Title of the article. Journal Name. 2000;1(1):1–20.

Book

1. Author1 AB, Author2 AB. Title of the book. 3rd ed. City, Country: Publisher; 2000.

Book Section/Chapter

1. Author1 AB, Author2 AB. Title of the section/chapter. In: Editor1 AB, Editor2 AB, editors. Title of the Book. 3rd ed. City, Country: Publisher; 2000. pp. 1–20.

Proceedings of Conference

1. Author1 AB, Author2 AB. Title of the contribution. In: Editor1 AB, Editor2 AB (eds) Name of the Conference, City, Country, 2000. City, Country: Publisher; 2000, pp. 1–20.

Website

1. Author1 AB, Author2 AB. Title of the website. Available from: www.url.com (Accessed on 20 August 2000).

Authors of accepted manuscript must provide the bibliographic library prepared in bibtex format. The library can be prepared in a software for reference management like Zotero, Mendeley or End Note. Please contact the editor of your submission if you need some assistance with that.

4.2. Revised Manuscript

The revised manuscript should be submitted with changes highlighted and in a clean version, accompanied with a cover letter replying point by point all the reviewers' recommendations, and the respective rebuttal in the case the author(s) disagree with any suggestion.

5. Supplementary Files

Supplementary Files can be uploaded in any file format during the submission process and will be made available to readers in their original format alongside the manuscript.

6. Publication Fees

JHS is a community-supported enterprise. Our journals are open for members to submit and their membership covers up to three annual submissions to any of our journal, and the fee payment is unrelated to the decision whether the manuscript will be accepted for publication. This way allows a quality control unattached to economic pressures.

However, we understand that sometimes institutions need some time to couple with changes and are not prepared to pay for our memberships. For this reason, we have implemented post-acceptance fees that cover single publications. These both methods of publishing in Librello are described below.

6.1. Membership Information

Librello was founded to democratize scientific knowledge. Our electronic journals offer unrestricted, unlimited, free access to any reader, with no subscription or registration required. Our members support the project through the payment of annual membership fees, allowing them to submit up to three manuscripts for consideration annually. All manuscripts undergo a meticulous

and stringent single-blind peer review process, and only manuscripts deemed of sufficient quality and relevance will be accepted for publication. Our work goes beyond the organization of a fast, yet rigorous peer review and the archive of publications. For each journal we aim to publish the most relevant research and to guarantee the highest visibility of all articles by including our contents in the most important indexing and abstracting databases.

6.2. Post-Acceptance Publication Fee

To offer our publication services to authors whose institutions are still unprepared to pay for our membership fees we offer the opportunity to pay for the publication of individual publications. Our PPF is due to after acceptance but previous to publication and is currently 2000 GBP.