



# Author Guidelines

BioInsights publishes high-quality research and commentary in cutting-edge areas of bioscience. We take the unique position of ensuring our publications help bridge the translational gap—publishing content relevant to all stakeholders and focusing on how advances in basic research can translate into new therapies.

Please see individual [Journal Aims and Scope](#) for journal-specific article types, but the below provides an overview of the content types published in BioInsights journals:

- ▶ Reviews
- ▶ Original Research (including Preliminary Communications; Methodology Papers; Case Reports)
- ▶ Clinical Trial Reports
- ▶ Expert Insights
- ▶ Technology/Therapy Insights
- ▶ Regulatory Perspectives
- ▶ Commentaries
- ▶ Viewpoints
- ▶ Editorials
- ▶ Methodology Papers
- ▶ Conference Spotlight

Our audience is the global scientific community within academia, industry and the healthcare community, as well as investors/analysts, educators, policy makers and patient advocacy groups.



BIOINSIGHTS

# Formatting guidelines

## AUTHOR NAMES & AFFILIATIONS

Include the full name, affiliation and email for all authors. Designate one corresponding author who is responsible for ensuring that the author list, and the summary of the author contributions to the study are accurate and complete.

## TITLE

The title should be concise (no more than 120 characters) and provide a clear understanding of the main topic being discussed.

## ABSTRACT

The abstract succinctly introduces the paper and provides the reader with an overview of the key information discussed in your article. Your abstract should not be more than 150 words and must not include references.

We encourage authors to also provide a graphical abstract—a visual summary of the main findings/conclusion of your article. It should be a single image that highlights the take-home message of your article for readers. Our scientific illustrators can help you to create a graphical abstract should you wish.

## BODY OF THE ARTICLE

We do not impose strict word count restrictions, but please see the specific article type guidelines below for more specific formatting requirements.

## REFERENCES

References are listed and numbered in the order that they appear in the text. References should appear as a number within square brackets, i.e., [1,2]. Any references that solely appear in tables/figures/boxes should be included in the reference section and appear based in the order in which they appear in the text.

Only published or accepted manuscripts should be included in the reference list. Papers that have been submitted but not yet accepted should not be cited.

## Reference style

- ▶ Include all authors unless there are six or more, in which case please list the first three authors' names followed by *et al.*
- ▶ List authors by last name first followed by initials (no full stops)
- ▶ Use Roman text for Article and dataset titles written exactly as it appears in the work cited, ending with a full stop
- ▶ Use italics for book titles, giving all words in the title an initial capital.
- ▶ Use italics for journal and data repository names, abbreviating them according to common usage (with full stops)
- ▶ Cite the year, followed by a semicolon
- ▶ Cite the volume with the issue number in brackets followed by a comma
- ▶ Give the full page range (or article number), where appropriate

## Example

Frock RL, Hu J, Meyers RM, Ho Y-J, Kii E, Alt FW. Genome-wide detection of DNA double-stranded breaks induced by engineered nucleases. *Nat. Biotechnol.* 2015; 1(2), 179–186.

## Formatting guidelines

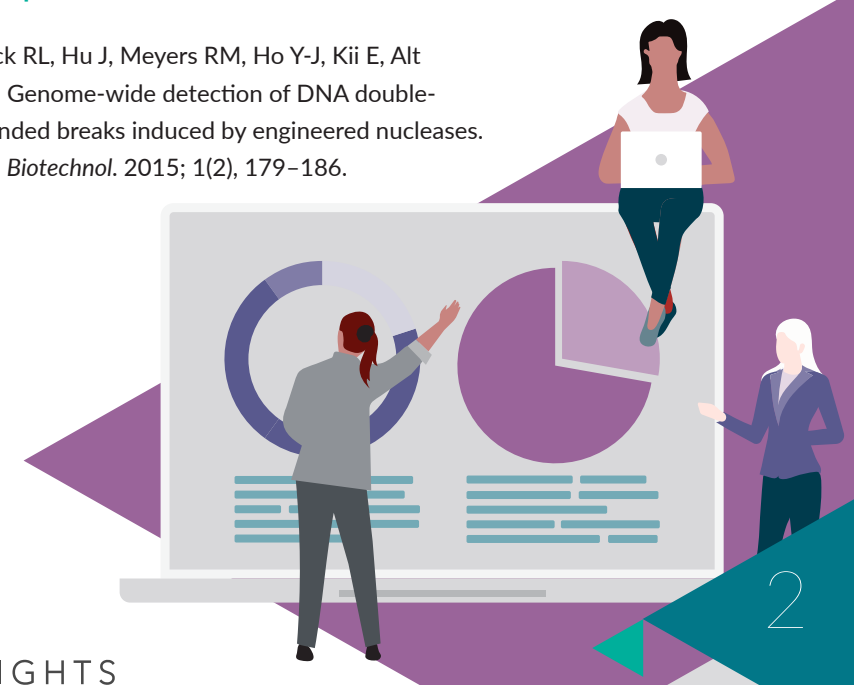
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# Figures & tables

We encourage authors to include figures, tables and boxes within the article body to aid the reader's understanding.

## PERMISSIONS

If any figures or tables used in your article require permission from the original publisher, it is the author's responsibility to obtain this.

## TABLES

Each table should have a title and be cited in the text in round brackets. i.e., (Figure 1). Tables should be included in the word file as an editable table rather than pasted in as a jpg, png or other image type. Please define any abbreviations used in the table in the table footnote.

## BOXES

Any information that augments an article and could be viewed as stand-alone, should be included as a box. All boxes must have a title, and be cited in the text in round brackets (Box 1).

## FIGURES

### Figure format

Please provide all figures as separate files

#### Scientific illustrations, diagrams and flowcharts:

Please provide in an editable format—i.e., exported directly from the program in which they were created (powerpoint (ppt), illustrator (ai or eps), photoshop (psd or eps) files). Alternatively, if the original is not available please export as a PDF or provide as a png or jpg file at the highest resolution possible.

Please provide as separate files—we cannot use the versions within the word document

#### Photographic/bitmap images:

Submitted image files should not be manipulated or adjusted in any way that could lead to misinterpretation of the information present in the original image.

Please provide in jpg, png or psd format at the highest resolution available (at least 300 dpi).

These should be provided as separate files—we cannot use the versions within the word document.

#### Author photos:

Please provide in jpg, png or psd format at the highest resolution available (at least 300dpi). Author photos should include the full head and torso (although headshots are acceptable). They should be taken against a plain background if possible. Please provide as separate files and not within the word document.

#### Graphs, charts etc:

Please export the graphs from excel or whichever program was used to create the graph as a PDF and then provide as a separate file.

Alternatively, a linked excel, file within the word document or powerpoint presentation can be used.

If neither of the former options are available then the high resolution png or jpg is also acceptable.

#### In-house Scientific Illustration Service

At BioInsights we provide our authors with exemplary support when compiling their article and our illustrations and design team are on hand to work with you to create any illustrations you may wish to add to your paper. We can also provide support to create a graphical abstract should you wish.

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# Article types

## REVIEW ARTICLES

Reviews highlight recent significant advances in a research area, providing readers with an up-to-date overview of the advances, challenges and predictions for future developments.

We also challenge our authors to provide their thoughts on the path to successful translation and development of therapies within the topic they have reviewed.

The **Translation Insight** section gives the author the opportunity to provide their expert insight into how they envisage the field progressing towards commercially viable therapies—identifying challenges, research requirements, manufacturing needs, regulatory framework, and/or next steps required to move the research forward.

### Required article structure

- ▶ Abstract—plus a graphical abstract if appropriate
- ▶ Body of article
- ▶ Translation Insight
- ▶ References
- ▶ Financial disclosure/acknowledgments
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: 3000–8000 words

## RESEARCH ARTICLE/ORIGINAL RESEARCH

Original research articles must present novel information that represents an advancement within the field. BioInsights accepts Research Articles, Preliminary Communications, Case Studies and Methodology papers under the Original Research category.

### Required article structure

- ▶ Abstract—plus a graphical abstract if appropriate
- ▶ Article Body: Introduction, Methodology, Results, Conclusion, Discussion
- ▶ Translational Insight
- ▶ References
- ▶ Financial disclosure/acknowledgments
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: no restrictions

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## EXPERT INSIGHT

Expert Insight articles provide readers with a snapshot update of a highly topical subject in which the Expert author shares their perspective and thoughts on advances and critical issues in the field and speculates on potential outcomes and future developments. These articles are not intended to provide a comprehensive review of a subject area, rather the intention is to help foster debate and discussion around key areas.

### Required article structure

- ▶ Abstract—plus a graphical abstract if appropriate)
- ▶ Body of article
- ▶ Translation Insight
- ▶ References
- ▶ Financial disclosure/acknowledgments
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: 1500–4000 words

## INNOVATOR INSIGHT

Innovator Insight articles offer an update on recent sector issues, trends and enabling technology evolution specifically through the eyes of tool and service providers.

### Required article structure

- ▶ Abstract—plus a graphical abstract if appropriate
- ▶ Body of article
- ▶ Translation Insight
- ▶ References
- ▶ Financial disclosure/acknowledgments
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: 1500–4000 words

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## COMMENTARIES

Commentary articles provide authors with the opportunity to speculate and address any issues of contention or debate within the subject area of the journal. We encourage authors to be as opinionated as they wish as it is the intention that Commentary articles represent a personal perspective and help foster debate and discussion around key areas of bioscience.

### Required article structure

- ▶ Abstract—plus a graphical abstract if appropriate
- ▶ Translation Insight
- ▶ References
- ▶ Financial disclosure/acknowledgements
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: 1500–4000 words

## VIEWPOINTS

Viewpoints are short commentary articles on a current topic of importance to the field and provides authors with the opportunity to convey their opinions on new developments or issues of debate.

### Required article structure

- ▶ Title
- ▶ Body of article
- ▶ References
- ▶ Photo (headshot) of authors. For acceptable file types see [Figures and Tables](#).

Word Count Guideline: 500–1000 words

## EDITORIALS

Editorials are reserved for Guest Editors of editions and members of the Editorial Advisory Board. They are short commentary articles on a current topic of importance to the field, providing authors with the opportunity to convey their opinions on new developments or issues of debate.

### Required article structure

- ▶ Title
- ▶ Body of article
- ▶ References
- ▶ Photo (headshot) of authors For acceptable file types see [Figures and Tables](#).

Word Count Guideline: no restrictions

## REGULATORY PERSPECTIVE

Regulatory Perspective articles provide our readers with a clear overview of the current regulatory landscape. The format of your article is flexible depending on the perspective you are providing, but as a general guideline please include the following section:

- ▶ Abstract—plus a graphical abstract if appropriate
- ▶ References
- ▶ Financial disclosure/acknowledgements
- ▶ Figures/Tables/Boxes where appropriate

Word Count Guideline: 2500–4000 words

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# Submission guidelines

## *Cell & Gene Therapy Insights*

Contact:

**David McCall**, Editor

[david.mccall@insights.bio](mailto:david.mccall@insights.bio)

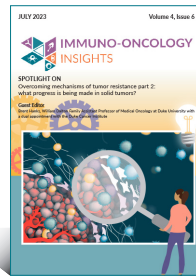


## *Immuno-Oncology Insights*

Contact:

**Lauren Coyle**, Editor

[lauren.coyle@insights.bio](mailto:lauren.coyle@insights.bio)



## *Vaccine Insights*

Contact:

**Charlotte Barker**, Editor

[charlotte.barker@insights.bio](mailto:charlotte.barker@insights.bio)

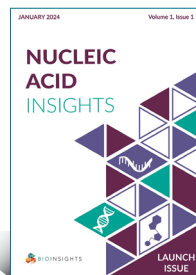


## *Nucleic Acid Insights*

Contact:

**Roisin McGuigan**, Editor

[roisin.mcguigan@insights.bio](mailto:roisin.mcguigan@insights.bio)



## HOW TO SUBMIT YOUR WORK

Simply email a copy of your manuscript directly to the Commissioning Editor for your chosen journal.

## FILE FORMAT

Your article should be submitted as one of the following:

- ▶ Word DOC
- ▶ DOCX
- ▶ RTF editable file

Image files should be submitted as in separate files in the formats detailed in the **Figures and Tables** section of this document.

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# Editorial Policies

## AUTHOR DISCLOSURE & CONFLICT OF INTEREST POLICIES

Disclosure forms must be completed by all authors.

Authors must state explicitly whether potential conflicts do or do not exist (e.g. personal or financial relationships that could influence their actions) and any such potential conflict of interest (including sources of funding) should be summarized in a separate section of the published article. Authors must disclose whether they have received writing assistance and identify the sources of funding for such assistance. Authors declaring no conflict of interest are required to publish a statement to that effect within the article.

Authors must certify that all affiliations with or financial involvement with any organization or entity with a financial interest in or financial conflict with the subject matter or materials discussed in their manuscript have been disclosed. Please note that examples of financial involvement include: employment, consultancies, honoraria, stock ownership or options, expert testimony, grants or patents received or pending and royalties. This list is not exclusive of other forms of financial involvement. Details of relevant conflicts of interests (or the lack of) must be declared in the 'Disclosure' section of the manuscript for all listed authors.

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## ETHICAL CONDUCT OF RESEARCH

Where articles include publication of original data relating to human or animal experimental investigations, appropriate institutional review board approval is required and should be described within the article. For those investigators who do

not have formal ethics review committees, the principles outlined in the Declaration of Helsinki should be followed. For investigations involving human subjects, authors should explain how informed consent was obtained from the participants involved.

## PATIENTS' RIGHTS TO PRIVACY

Patients have a right to privacy that should not be infringed without informed consent. Identifying information should not be included unless the information is essential for scientific purposes and the patient (or parent or legal guardian) gives written informed consent for publication. Informed consent for this purpose required that the patient be shown the manuscript to be published. When informed consent has been obtained it should be indicated in the manuscript.

In attempting to maintain patient anonymity, identify details should be omitted where they are not essential. However, patient data should never be amended or falsified. Informed consent should be obtained whenever there is any doubt that anonymity can be assured.

## PLAGIARISM

Intentional plagiarism is unacceptable and any papers found to contain significant sections of plagiarised content will be rejected.

## SCIENTIFIC MISCONDUCT & RETRACTION

If misconduct by authors or reviewers is suspected, either pre- or post-publication, action will be taken. An explanation will be sought from the party or parties considered to be involved. If the response is unsatisfactory, then an appropriate authority will be asked to investigate fully. BioInsights will make all reasonable attempts to obtain a resolution in any such eventuality and correct the record the archive as necessary (publishing a retraction of the article as required).

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# Open access

BioInsights publishes journals under an Open Access model. Open Access is a maturing business model within publishing and challenges the conventional subscription-based model. Rather than having your article behind a subscription pay wall, the open access model enables BioInsights to publish your work online and freely available for anyone to read and download.

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- ▶ Use for the purposes of monetary reward by means of sale, resale, license, loan, transfer or other form of commercial exploitation such as marketing products.

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## NATIONAL INSTITUTES OF HEALTH PUBLIC ACCESS POLICY

Effective April 7, 2008, the National Institutes of Health (NIH) has stated that it will “require that all investigators funded by the NIH submit, or have submitted for them to the National Library of Medicine’s PubMed Central an electronic version of their final peer-reviewed manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication...”

In order to meet these requirements, authors are asked to submit their article to PubMed Central.

## WELLCOME TRUST OPEN ACCESS POLICY COMPLIANCE

In order to comply Wellcome Trust policy for open access, Wellcome Trust-funded authors are able to opt for our Open Access Option, whereby in return for payment of an article processing fee and signing our Open Access agreement, we will make their article freely available on our website. Authors can then submit the published version of their article into PubMed Central and UK PubMed Central on publication of their article, providing the Open Access payment has been received. Third parties will be entitled to re-use the Article, in whole or in part, in accordance with the conditions outlined in the Creative Commons Deed, Attribution 3.0 (CC-BY)

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