

# Guidelines for the Preparation of Manuscripts

## I. Submission of manuscripts

Please submit original manuscripts on-line at:  
<http://jne.edmgr.com>

### Direct all correspondence to:

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## II. Type and length of contribution

The Journal of Non-Equilibrium Thermodynamics will publish selected review articles, papers describing original research and short communications.

- **Review articles** will be solicited by the Editors and the Editorial Advisory Board. The articles should provide an overview of theoretical and of experimental results in one particular field of non-equilibrium thermodynamics.
- **Original contributions** should contain new and original ideas and research results. The manuscript should not exceed 25 typewritten pages.
- **Short communications** are mainly devoted to rapid publication of new results. They may also be used to discuss papers published previously in the journal as a **Comment and Reply**. Manuscripts should not exceed 1000 words.

## III. Layout of manuscripts

Authors are requested to submit only manuscripts which are ready for press. This will normally be assured if the following recommendations are kindly observed.

The style of the manuscript should generally follow the recommendations of the "Style Manual" (PUB. R-128.5) of the American Institute of Physics. Only papers submitted in English will be considered for publication.

The first page of the manuscript should include: running title, full title, full names of authors, institutional affiliation (in English with city and country), and contact information for the corresponding author including an e-mail address. Each paper should include an **Abstract** of ca. 200 words which gives a clear indication of the nature and the range of the results contained in the paper.

The **Introduction** to the paper should contain a clear definition of the problem being considered.

Wherever possible theoretical results should be cited. The use of SI units is required.

Equations should be well-aligned and should not be crowded. Only Latin and Greek alphabets are to be used. Complicated superscripts and subscripts should be avoided by introducing new symbols. Avoid repetition of a complicated expression by representing it with a symbol. Equations should be numbered consecutively with arabic numerals in round parentheses, for example: Eq. (1), from the beginning to the end of the manuscript (not by section).

The number of **Figures** should be limited to the absolute minimum. Images must be of good contrast and sufficiently high resolution for reproduction (minimum 600 dpi). As graphics will usually be reduced to the width of one

column (8.1 cm), consider the size of the figure, its lettering and lines, carefully. The size of a letter in a reduced figure should be about 2 mm high. For a figure that is to be reduced to 1/4 of its size, 2–3 point lines and 12–16 point letters are recommended. Lettering of all figures should be uniform in style. When drawing bar graphs, use patterning instead of gray scales. Each figure should be presented on a separate manuscript page, not integrated into the body of the text.

The legends for the figures must be concise and self-explanatory. The key to the symbols in the figures should be included in the figure where possible. Otherwise, they should be included in the legend. The legends of all figures should be listed on one separate page.

To partially offset the cost of production, color figures will be printed with the following charges to the author: € 350,- for the first and € 250,- for each subsequent color figure in one article. The total cost for color figures will be reduced if several color illustrations appear on one printed page.

A concise, self-explanatory heading should appear above **Tables**. Each table should be printed on a separate manuscript page with its heading.

**References** in the text should be indicated by using arabic numerals in square brackets, for example: [1].

The references should be quoted in numerical order at the end of the text. They should include: the names and initials of all authors, the title of the article, the abbreviated title of the journal as listed in the "World List of Scientific Periodicals" (Butterworth London), the volume number, the year of publication and the page numbers.

### *Journals:*

Coleman, B. D., Newman, D. C., Implications of a non-linearity in the theory of second sounds in solids, *Phys. Rev. B*, 37 (1988), 1492–1498.

### *Books:*

Carslaw, H. S. Jaeger, J. C., *Operational Methods in Applied Mathematics*, 2<sup>nd</sup> edition, p. 3, Oxford U P, Oxford, 1963.

## IV. Manuscript Processing

All submitted papers will be passed on by the Editors to members of the Editorial Advisory Board (EAB) for evaluation. The members of the EAB are authorized to review manuscripts and accept them for publication. As a rule, for a paper to be accepted it is necessary to obtain the recommendation of two reviewers, one of which should be a member of the EAB. Only papers which have neither been published elsewhere nor have been submitted for publication to another journal can be accepted for publication.

**Galley proofs** of the typeset article will be forwarded to the authors as a pdf file. The proofs should be carefully checked for printers errors and immediately returned to the editorial office. After publication, a **PDF-file** of each original paper will be forwarded to the corresponding author to facilitate communication within the scientific community. **Offprints** can be ordered in numbers above 100 for a charge when returning the corrected proof to the editor. The price per offprint is given on the order form accompanying the galley proofs.