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## 1 Editorial Policy

**1.1** *SYNLETT* reports research results and trends in synthetic organic chemistry. The journal is comprised of short personalized reviews referred to as **Accounts** and rapid preliminary communications referred to as **Letters**. All fields of scientific endeavor that involve organic synthesis are considered.

**Preprints.** The editors of *SYNLETT* consider any manuscript made available to the public on personal web pages, in electronic journals, public computer databases, or news groups as published and therefore **not acceptable**.

**1.2** **Accounts** (up to 25 template-based pages, Times New Roman, 10.5pt font, including tables and graphics) are reviews of significant recent work from the research group of the principal author. The aim of an Account is to report on new developments of interest to a broad readership of scientists who are involved in preparative organic chemistry, but who are not necessarily specialists in the area covered. The author is encouraged to discuss the reasoning involved in conceiving and carrying out the research and to introduce a personal flair that will convey some of the excitement, the “highs” and “lows” that were encountered. Since the emphasis is on the results from a specific research group, a comprehensive coverage of other research in the area is not expected, although an effort should be made to place results in context. Accounts are normally invited; authors wishing to submit an Account are requested to first contact Professor K. P. C. Vollhardt, the Editor in Chief.

**1.3** **New Tools in Synthesis** are reviews of conceptual methodological or technical developments of areas of synthetic strategy and methods that are of importance to synthetic chemists. The significance of the work to the broader context of organic chemistry is highlighted and the area is explained in such a way as to make it understandable to non-specialists. These articles are generally invited; however, uninvited proposals or manuscripts will be considered. Please contact Stefanie Baumann (stefanie.baumann@thieme.de) at the editorial office.

**1.4** **Letters** (normally not to exceed 4 template-based pages, including tables, graphics, and references and notes) are preliminary reports of new research results whose significance to the scientific community justifies rapid communication. The Regional Editors evaluate Letters with the aid of referees on the basis of urgency, quality, originality, and general interest. The Editor may also reject inappropriate manuscripts without consulting referees. Authors are required to submit a brief statement of the significance of the work presented. The results should not have been previously published in any form or have been submitted for publication elsewhere.

**1.5** *SYNLETT* **Spotlights** focus on reagents chosen by graduate students. Inquiries concerning this section should be directed to the editorial office prior to manuscript preparation (spotlights@thieme.de).

## 2 Manuscript Preparation and Technical Details for Submission

**2.1** Authors should first examine a current issue of *SYNLETT* for guidance with respect to format, style, and presentation.

The **language** of publication is English. When this is not the author’s native language, the manuscript should receive language polishing from a native speaker before submission. British and American spellings are both acceptable as long as consistency is maintained throughout an individual manuscript.

### 2.2 Format for Electronic Submission

**2.2.1** **Template Submission.** Authors are strongly encouraged to use the template for manuscript preparation, available at [www.thieme-chemistry.com](http://www.thieme-chemistry.com). The template offers the user many features that ease manuscript preparation and submission; all graphics and tables can be integrated into the manuscript where the author wishes to place them, and the print view of the manuscript will come close to the final layout of the published manuscript.

All manuscripts prepared using the template **should be saved in PDF format**, this ensures that the integrity of the file is maintained. We actively encourage all authors to convert manuscripts into PDF format, this will also result in a more efficient submission and reviewing process. Adobe Acrobat (full version) is required to convert files into PDF format. In addition, there are a number of free PDF writers available on the internet, the links to which can be found on the *SYNLETT* Web site. The original Word and graphic files should also be submitted. If no significant revision is required, these files may be forwarded directly to the publishing house by the Regional Editor.

**2.2.2** **Non-Template Submission.** Manuscripts can also be submitted without using the template, although this is not the preferred option. All non-template manuscripts must still be presented in a format that is both logical and easy to follow, otherwise they may be rejected without evaluation. All graphics and tables should be integrated into one file. Authors are encouraged to save their manuscript in PDF format, although if this is not possible the manuscript may also be saved in RTF format. Adobe Acrobat (full version) is required to convert files into PDF format. In addition, there are a number of free PDF writers available on the internet, the links to which can be found on the *SYNLETT* Web site. The original Word and graphic files should also be submitted. If no significant revision is required, these files may be forwarded directly to the publishing house by the Regional Editor.

## TECHNICAL DETAILS FOR SUBMISSION

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Should contain the following information

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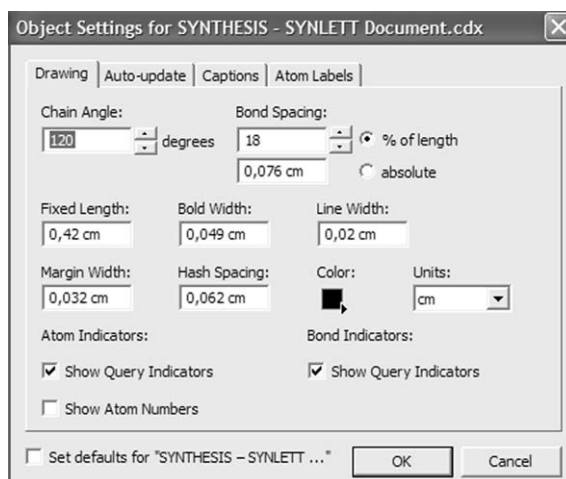
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- References should have only one space after the number, do not use tabs.
- Please assign where figures, schemes, and tables should be placed and cite them in the text.
- Captions for graphic files should be given as part of the manuscript text, not as text within the graphic.
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- Tables must be created in Word format.
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**The Editorial Office would be happy to offer advice concerning all technical aspects of manuscript submission. Please contact:**

helene.deufel@thieme.de or  
thorsten.schoen@thieme.de

\* **Template users: Please also refer to the instructions contained therein!**

### 2.3 Format for Hardcopy Submission

Manuscripts should be submitted on CD, DVD or disk, along with three hard copies of the manuscript that are identical to the electronic copy.

### 2.4 Format for Manuscript Preparation

**2.4.1 Nomenclature** should be based on the systematic rules adopted by the IUPAC or Chemical Abstracts. We recommend that authors check their nomenclature carefully before submission. The editorial office uses ACD/IUPAC Name Pro ([www.acdlabs.com](http://www.acdlabs.com)) to generate IUPAC names. Trivial names should be avoided unless they offer a distinct advantage over the corresponding systematic names.

The use of **abbreviations** is recommended in experimental details, tables, and formula schemes, but should not be used in the title, abstract or text. Common abbreviations, such as *t*-Bu, Et, Me, Ph, DMF, mp, mL, mmol, and min, do not need to be defined; less common or ambiguous abbreviations should be defined when they first appear. For more information see the abbreviation list at [www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml](http://www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml).

**SI Units** should be used.

**2.4.2 Graphic abstracts.** A drawing, representing a visual summary of the work performed, must be provided [maximum dimensions 12 x 4 cm (4.7 x 1.6 in.), using the same settings as required for all other drawings]. The graphic abstract, which appears in the Table of Contents, will often determine whether a reader continues on to read the full article. Therefore, accurate, informative, and clear graphics are required and the use of color is strongly encouraged. Graphic abstracts should convey the major point of the article to the reader; equations given should be clear and substantive information (yields, reaction time, etc.) should be included. The graphic abstract does not replace the written abstract. Samples are available for download from [www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml](http://www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml).

**2.4.3** The **title** (maximum 200 characters, including spaces), appearing at the top of page one, should accurately reflect the contents of the manuscript. A short title should be provided for the header (maximum 65 characters, including spaces). First letters of all words, except for conjunctions, articles, and prepositions, should be capitalized.

The **names** of the authors (please spell out first and last names) and the **addresses** at which the research was performed should appear under the title. Authors should also include fax number and e-mail address for correspondence. Use the letters a, b, etc. as superscripts to relate authors to addresses, and a star to indicate the author to whom correspondence regarding the paper should be addressed. Use a number in the References and Notes section to give the current address of an author when necessary, please do not use any other symbols. A short **dedication** may appear after the addresses of the authors.

Accounts, New Tools and Spotlights should be submitted with biographical sketches and photos of all authors.

**2.4.4** All articles must contain a written **abstract**, which should summarize the results and conclusions of the research performed, without using compound numbers. **Five key words** should be chosen with reference to our key word list (see [www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml](http://www.thieme-chemistry.com/thieme-chemistry/journals/info/synlett/forauthors/index.shtml)) and should appear below the abstract.

**2.4.5 Formula schemes, figures and artwork** should be supplied in **electronic** form and must be consistent with the requirements summarized in the table on the previous page. Every graphic file requires a unique title and must be referred to in the text. Drawings can only be named Scheme, Figure, or Equation. In Schemes (which show reactions) where the reaction conditions are not given in the caption, reagents and conditions should appear above the arrow, with yields and selectivity results below the arrow.

Color graphics are reproduced at no cost to the author, provided color adds significantly to the scientific understanding of the paper. All inquiries should be directed to the editorial office.

**2.4.6 Tables** must be created in Word format and should have a title. Designate footnotes as superscript a, b, c, etc.

**2.4.7** A formal **experimental section** is not required. Authors are nevertheless asked to provide sufficient experimental details, either in the text or in the References and Notes section, such that important new work reported can be repeated (quantities of reactants and solvents, reaction time, reaction temperature, workup details, and yield data). In addition, physical and spectroscopic data for significant new compounds should be supplied, as well as microanalytical or HRMS and <sup>13</sup>C NMR data when appropriate.

**Crystallographic data.** Complete X-ray data will not be published. These data should be deposited at an appropriate international data institute, and the deposition number cited in a reference.

**Supporting Information** should be included on separate sheets at the end of the manuscript. These are used in the reviewing process and will be published online upon request.

**2.4.8 Acknowledgments** should be brief and placed before the References and Notes section.

**2.4.9 References and Notes** should be placed collectively after the acknowledgment section and numbered consecutively. Authors are encouraged to list all relevant references and cite extensively. When one reference number contains more than one citation, please separate them into (a), (b), (c), etc. (see example 2). Provide the names and initials of **all** authors and do not use et al. Use journal abbreviations in accordance with Chemical Abstracts (Chemical Abstracts Source Index, CASSI). If reference is made to a patent or a less readily available journal, the Chemical Abstracts reference should also be cited. Please do not use tabs.

#### Examples of References and Notes

- (1) New address: P. J. Kocienski, School of Chemistry, University of Leeds, Leeds LS2 9JT, UK.
- (2) (a) List, B. *Synlett* **2001**, 1675. (b) List, B.; Castello, C. *Synlett* **2001**, 1687.
- (3) Meyers, A. I.; Flanagan, M. E. *Org. Synth. Coll. Vol. IX*; John Wiley & Sons: London, **1998**, 258.
- (4) Reissig, H.-U.; Zimmer, R. In *Science of Synthesis*, Vol. 33; Molander, G.-A., Ed.; Thieme: Stuttgart, **2006**, 371.
- (5) Kolotilo, N. V.; Sinitisa, A. A.; Rassukana, Yu. V.; Onys'ko, P. P. *Zh. Obshch. Khim.* **2006**, *76*, 1260; *Chem. Abstr.* **2006**, *146*, 316980.
- (6) Nakamura, H.; Yamamoto, H. PCT Int. Appl. WO 2005043630, **2005**; *Chem. Abstr.* **2005**, *142*, 440277.

### 3 Manuscript Submission

**3.1 Accounts** should be sent to the Editor in Chief.

*Editor in Chief:*

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- Graphic abstract and 5 key words
- Statement of significance of work
- Full mailing address, telephone and fax numbers, and e-mail address of the corresponding author
- Biographical sketches and photos (Accounts, New Tools and Spotlights only)

Please consult the checklist before submission of your manuscript.

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