

*Euro*Reference

Les cahiers de la Référence

EUROREFERENCE Instructions for Authors

EUROREFERENCE is an electronic publication used for sharing and promoting reference activities in the areas of human health, animal health, food safety and plant health. The journal publishes contributions in the following fields:

- Regulatory aspects
- Collections of pathogens, pests and harmful insects
- Evaluation of commercial kits
- Methods development, set up and validation
- Research on new tests, strain characterisation, etc.
- Laboratory aspects of surveillance systems, including diagnostic method harmonisation, utilisation of commercial versus in-house assays, microbiological surveillance networks, etc.

The journal is intended to facilitate the distribution of information among members of reference laboratory (or reference centre) networks and all interested stakeholders.

The targeted public includes scientists, engineers and technical staff of testing laboratories, reference laboratories in other Member States, national reference centres, relevant Ministries and other regulatory or standardisation bodies, as well as several operators such as animal health veterinarians, physicians or chemists involved in public health.

The topics that may be addressed in the journal essentially concern the scientific and technical aspects of analytical methods, how these methods fit into surveillance plans, and regulatory aspects of reference activities.

1) General instructions

The journal is divided into six main sections in addition to the editorial and the agenda:

- point of view
- lab news
- focus on a laboratory
- research
- methods
- networks for microbiological surveillance.

Authors are requested to indicate in which section they would like their manuscript to be published. However the Editorial Board makes the final decision.

Texts can be submitted in French or English and will then be translated.

Articles should be sent via e-mail with any attached files to the following address:
euroreference@anses.fr

All acronyms and abbreviations should be explained in the text the first time they are used.
Symbols and scientific units should comply with standard international conventions.

Articles in the 'editorial' and 'point of view' sections are published on an invitation-only basis; therefore unsolicited contributions are not accepted, although subjects may be submitted to the Editorial Committee for consideration.

Articles in the other sections may be submitted with or without an invitation.

Presentation of references:

In the text, references are named consecutively and put in round brackets with the surname of the first author and the publication year.

(Dupont, 2001)

(Dupont, 2001a) *if several references from the same author and the same year*

(Dupont and Durand, 2001)

(Dupont *et al.*, 2001) *if more than two authors*

(Dupont, 2001; Durand, 2000) *listed in alphabetical order*

Dupont (2001) supports the idea that...

At the end of the article, the references are listed in alphabetical order in a section entitled 'References'.

References should be presented in accordance with the following examples:

Article:

Cortiñas Abrahantes J, Bollaerts K, Aerts M, Ogunsanya V, Van der Stede Y. 2009. *Salmonella* serosurveillance: Different statistical methods to categorise pig herds based on serological data. *Preventive veterinary Medicine*, 89(1-2): 59-66

Book:

Baylis M, Mertens PPC, Mellor PS. 2008. *Bluetongue*. Academic Press, London, UK: 506 pp.

Book chapter:

Blanco Lavilla E, Sánchez-Vizcaíno JM. 2002. Application of assays based on foot-and-mouth disease non-structural proteins to epidemiological surveillance. *In: Trends in emerging viral infections of swine*. Iowa State Press, Ames, Iowa, USA: 197-204

Conference proceedings:

Chazel M, Buret Y, Calavas D. 2008. Incidence des avortements et des diarrhées à salmonelles: bilan final du Ressaub. *Journées nationales des GTV*. Nantes, France. 28-30 mai 2008, 285-289.

Electronic source:

Mc Kinley S, Levine M. Cubic spline interpolation. [consulted on 12 July 2009]
<http://online.redwoods.cc.ca.us/instruct/darnold/LAPROJ/Fall98/SkyMeg/Proj.pdf>

Illustrations and tables

Illustrations, figures and tables must be submitted as separate, **high-quality** files (jpg or tiff format). All such documents must be referred to in the text and numbered in the order that they appear. In the event that some illustrations have been created by third parties, whether they have already been published or not, authors must obtain all of the authorisations that they need to integrate these illustrations in their article(s) and to use them in this form. They must submit this proof of permission to reproduce with the manuscript.

2) 'Point of view' section

The subjects addressed here concern the various aspects of reference activity, from purely scientific issues to topics related to public health, quality assurance, sociology, etc. The points of view include forward-looking studies, opinions and analyses of specific situations and experience that may be useful to reference authorities.

Points of view are generally requested by the Editorial Board. However, a **subject** may be submitted via e-mail to the following address: euoreference@anses.fr for consideration by the Editorial Board and possible acceptance.

Points of view must have a title, the author's affiliation (including e-mail address) and a synopsis of about 100 words (i.e. 600 signs, all signs and spaces included) and a maximum of 5 key words. The body should not exceed 2,000 words (i.e. 15,000 signs, all signs and spaces included). Texts must be submitted as plain text with no formatting. They will then be formatted by the publishing team.

3) 'Lab news' section

This section deals with regulatory, institutional (national or European) and technical news that is relevant to reference activities or laboratories.

New items may be solicited or submitted unsolicited to the Editorial Board (euoreference@anses.fr). They must have a title and a body of 300 words maximum (i.e. 2,500 signs, all signs and spaces included), with no more than one reference or Internet link.

Texts must be submitted as plain text with no formatting. They will then be formatted by the publishing team.

News items are evaluated by the Editorial Board, which can suggest improvements or refuse their publication.

When corrections or modifications are suggested, the Editorial Board submits the modified version to the authors. The Editorial Board reserves the right to revise a presentation and correct the structure of an article.

This section functions as a forum, very short contributions such as letters to the editor, on specific technical laboratory topics (information on a new kit, modifications of a primer sequence, proposals for a standard serum, etc.).

4) 'Focus on a laboratory' section

This section is used to present the activities of a national or European community reference laboratory. The laboratory may be selected on the basis of a unique organisation, a topical theme or an unusual health event.

Each manuscript must include:

- a synopsis for the homepage (maximum 100 words, i.e. 600 signs, all signs and spaces included); this should be sufficiently informative and accurately reflect the article's content;
- a body with no more than 3,000 words, i.e. 20,000 signs, all signs and spaces included;
- a maximum of 10 references;
- the names of the authors (surnames in full and initials), their affiliations and their e-mail addresses;
- illustrations, when applicable, with the best possible resolution. Please pay special attention to copyright.

The manuscript should be submitted as plain text without any formatting; footnotes should not be used and as much information as possible should be placed in the body. It will then be formatted by the publishing team.

The following information concerning the various missions of reference laboratories may appear in the body:

- areas of expertise and mandate term;
- information about human (functional) and technical (material) resources and methods used (+accreditations);
- an update on method development activities and research work in the corresponding field;
- an update on network coordination and relations with other structures that have reference mandates (e.g. NRLs);
- a summary report on inter-laboratory proficiency test results
- a specific update on official analyses undertaken with the methods used, and on training sessions and workshops.

The articles in the Focus section are examined by the Editorial Board, which can suggest improvements or refuse their publication.

When corrections or modifications have been proposed, the Editorial Board submits the modified version to the authors for approval. The Editorial Board reserves the right to revise a presentation and correct the structure of an article.

5) 'Research' section

The manuscripts submitted for publication in the 'Research' section primarily concern aspects of translational research, and should therefore present the results of original studies that already apply to or may clearly apply to reference activities directly or that stem from reference activities, present new knowledge or underline recently acquired knowledge. They may for example show how research and reference progress go hand in hand or draw attention to unresolved issues. Substantiated manuscripts addressing research requirements in a specific reference domain, or the need for further validation of a test used for reference activity, may be submitted.

The scientific articles published in the research section should be well written and easy to understand.

The research section includes articles both long (3,000 words, i.e. 20,000 signs, all signs and spaces included) and short (1,500 words, i.e. 10,000 signs, all signs and spaces included).

For long articles, each manuscript must include:

- a synopsis for the homepage (maximum 100 words, i.e. 600 signs, all signs and spaces included); this should be sufficiently informative and accurately reflect the article's content;
- a body with no more than 3,000 words;
- a maximum of 15 references.

For short articles, each manuscript must include:

- a synopsis for the homepage (maximum 100 words, i.e. 600 signs, all signs and spaces included); this should be sufficiently informative and accurately reflect the article's content;
- a body with no more than 1,500 words, i.e. 10,000 signs, all signs and spaces included;
- a maximum of 10 references.

In both types of articles:

- specify the names of the authors (surnames in full and initials), their affiliations and their e-mail addresses;
- include illustrations when possible. Use images in jpg format with the best possible resolution. Please pay special attention to copyright.

The manuscript should be submitted as plain text without any formatting; footnotes should not be used and as much information as possible should be placed in the body. It will then be formatted by the publishing team.

The manuscripts in the research section are examined by the Editorial Board and by an external expert. These may accept a manuscript, suggest improvements or refuse it.

The authors may suggest specialist reviewers for the topic in question. The Editorial Board reserves the right to call upon these experts or not.

When corrections or modifications have been proposed, the Editorial Board submits the modified version to the authors for approval. The Editorial Board reserves the right to revise a presentation and correct the structure of an article.

6) 'Methods' section

The philosophy of this section is threefold: (i) describe and study new methods that may be used or are currently used for reference purposes, (ii) provide a specific guide (procedure) for implementing a method, (iii) address aspects related to method assessment. The articles in this section therefore relate to analytical methods that are used for reference purposes or the usefulness of such methods for a surveillance plan. They may also review a recent technique or set of recent techniques that have a particular impact on the development of research or reference activity. The articles may be devoted to one or more methods (development, comparison of methods, assessment, and validation). The methods should then be precisely described so that they may be reproduced in full.

Each manuscript in the 'Methods' section must include:

- a synopsis for the homepage (maximum 100 words, i.e. 600 signs, all signs and spaces included); this should be sufficiently informative and accurately reflect the article's content;
- a body with no more than 3,000 words, i.e. 20,000 signs, all signs and spaces included;
- a maximum of 15 references;
- the names of the authors (surnames in full and initials), their affiliations and their e-mail addresses;

- illustrations when possible. Use images in jpg format with the best possible resolution. Please pay special attention to copyright.

The manuscript should be submitted as plain text with no formatting; footnotes should not be used and as much information as possible should be placed in the body. It will then be formatted by the publishing team.

The body's content should present the principle of the method, the experimental facilities, equipment and reagents used and the procedure followed. It should also include any references.

The articles in the method section are examined by the Editorial Board and by an external expert. These may suggest improvements to the articles or refuse their publication.

The authors may suggest specialised reviewers for the topic in question. The Editorial Board reserves the right to call upon these experts or not.

When corrections or modifications have been proposed, the Editorial Board submits the modified version to the authors for approval. The Editorial Board reserves the right to revise a presentation and correct the structure of an article.

7) 'Networks' section

This section welcomes manuscripts describing surveillance networks in Europe, both at national and transnational levels. An article may describe the network itself and/or report the results of its work over a one-year period (N-1 for instance) or over several years. Manuscripts should highlight interesting new findings concerning in serotype, pulsotype, outbreaks, strain characterisation, or any interesting changes updated with one or more national, European or international (OIE, FAO, WHO) reference laboratories.

Each manuscript submitted for the 'Network' section must include:

- a synopsis for the homepage (maximum 100 words, i.e. 600 signs, all signs and spaces included); this should be sufficiently informative and accurately reflect the article's content;
- a body with about 3,000 words, i.e. 20,000 signs, all signs and spaces included;
- a maximum of 15 references;
- the names of the authors (surnames in full and initials), their affiliations and their e-mail addresses; it is recommended that the entire list of participants in the network be mentioned at the end of the manuscript;
- illustrations, when applicable, with the best possible resolution. Please pay special attention to copyright.

Manuscripts in this section will be reviewed by two members of the Editorial Board, who can propose modifications and accept or refuse their publication.