

INSTRUCTIONS FOR AUTHORS

GENERAL

Annales de Toxicologie Analytique (ATA) is an international peer-reviewed journal essentially devoted to analytical toxicology, covering all of the following aspects: clinical, forensic, environmental, occupational medicine, doping, addiction, alternative matrices, and quality assurance. Regulatory and legislative aspects are also being considered for inclusion.

Annales de Toxicologie Analytique publishes the following material in French and in English (for non-French-speaking authors):

- Original articles,
- Review articles, which might be suggested by the editorial board,
- Short articles not exceeding five pages of typescript (excluding figures, tables and references), reserved for innovative results whose scientific interest justifies fast publication,
- Laboratory notes not exceeding five pages of typescript including any figures and tables, and with no more than five bibliographical references,
- Letters to the editor and letters concerning articles published in the journal, not exceeding three pages of typescript, two iconographic documents, and five references,
- Editorials on topics of current interest,
- Reviews of scientific books,
- Conference reports and proceedings, particularly those of the *Société Française de Toxicologie Analytique* (French Society of Analytical Toxicology).

These articles must not have been published in another journal.

Each manuscript is sent to two independent referees. The editorial board may ask the author to suggest one or more preferred referees.

Manuscripts which are incomplete or do not comply with the instructions to authors will be returned unread.

Editor-in-Chief:

Docteur Marc DEVEAUX, Rédacteur en chef
Laboratoire TOXLAB
7 rue Jacques Cartier, F-75018 PARIS, France
Tél. : +33 (0)1 58 59 28 00, Fax : +33 (0)1 58 59 28 01
mdeveaux.toxlab@wanadoo.fr

SUBMISSION OF MANUSCRIPT

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The standard procedure for submitting an article to *Annales de Toxicologie Analytique* is to deposit a file or folder containing the article in the Manuscript Management System (MMS) as described below.

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Docteur Marc DEVEAUX, Rédacteur en chef
Laboratoire TOXLAB
7 rue Jacques Cartier, F-75018 PARIS, France
Tél. : +33 (0)1 58 59 28 00, Fax : +33 (0)1 58 59 28 01
mdeveaux.toxlab@wanadoo.fr

PRESENTATION OF MANUSCRIPTS

The manuscript must be double-spaced with continuous page numbering. It must include the following elements:

Title page

- Title in French and in English: short and informative.
- Names of authors: first name in full, followed by last name.
- Full postal addresses of the laboratories concerned with the affiliation of each author indicated by a numerical superscript.
- The contact author for correspondence purposes must be indicated by an asterisk, and that author's full professional address and e-mail address given at the bottom of the page.

Abstract and key words (in French and in English)

- 250 words maximum and 3 to 5 key words chosen from the Medical Subject Headings of the Medicus Index.
- The abstract must be structured, i.e. it must contain the following sub-titles: purpose, methods, results, conclusion.
- Only standard, common abbreviations are allowed.
- Letters to the editor have no abstract; only a title and key words in both languages.

Text

- The main body of the manuscript must be clear and concise. Authors shall ensure correct spelling, syntax and punctuation.
- Every abbreviation must be explained the first time it appears in the text.
- The general rules concerning the nomenclature of abbreviations and symbols are those approved by the IUPAC (International Union of Pure and Applied Chemistry). SI rules must be applied to units. Note the following, for example: litre, L; minute, min; microgramme/millilitre, $\mu\text{g/mL}$; nanogramme/milligramme, ng/mg (for hair).
- For drugs, the recognised INN must always be used. The name of the associated specialities shall be mentioned the first time only.
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References

References are numbered according to their order of appearance in the text. They are identified in the text, tables and captions by Arabic numerals in square brackets, and separated by hyphens for a range of consecutive references, e.g. [1-4], and by commas without spaces for non-consecutive references, e.g. [3,8,21].

The abbreviations of the titles of any journals cited are those of the National Library of Medicine Medicus Index for the current year.

References must be presented exactly as follows, complying with the typography as shown (page numbers must be complete):

- A journal article

1. Goullé JP, Mahieu L, Maignant V, Bouige D, Sausserau E, Lacroix C. Valeurs usuelles des métaux et métalloïdes dans le sang total et les urines par ICP-MS chez cinquante quatre sujets décédés. *Ann Toxicol Anal.* 2007; 19(1): 43-51.

- A book

2. Kintz P. Analytical and Practical Aspects of Drug Testing in Hair. Boca Raton : CRC Taylor & Francis, 2006.

- A chapter from a book

3. Pépin G, Chèze M. Les opiacés. In : Mura P (coordinateur). *Alcool, médicaments, stupéfiants et conduite automobile.* Paris : Elsevier 1999 : 75-95.

- A website

4. Consulted on website <http://www.inchem.org/> on March 25 2006.

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