

INSTRUCTIONS FOR AUTHORS

● TYPES OF ARTICLES

1. Research articles

Research articles belong to the full length article type, and should include elements as follows: title, running title, and byline; correspondent footnote; abstract and keywords; introduction; materials and methods; results; discussion; acknowledgements; compliance; author contributions; references; figure legends and figures/tables. The article length generally should not exceed 6,000 words, and detailed requirements are in the Format section.

2. Review articles

Review articles are summaries of important developments in virology research. They must be based on published articles and may address any subject within the scope of the journal. Reviews must have abstracts and keywords, and the body may have section headings and/or paragraph lead-ins. The article length can be 4,000 words and more.

3. Letters

Letters are intended for the presentation of brief observations and published in a short-form format. The text should not exceed 1,500 words (exclusive of references); the number of figures and tables should be kept into one, while references are limited to 15.

4. Commentaries

Articles of commentaries are communications concerning topics relevant to the readership of *Virologica Sinica* and may include Editorials, Perspectives, News & Views, Meeting reports and Recollections. The article length may vary depending on article types.

● FORMATS OF ARTICLES

The manuscript should be double-spaced throughout using 11pt Times New Roman. Number all pages. Research articles should begin with section of title page, and followed by abstract, keywords, introduction, materials and methods, results, discussion, acknowledgements, compliance, author contributions, references, figure legends and figures/tables. Gene symbols and virus species should be italicized; protein products are not italicized. Non-standard abbreviations should be defined when first used in the text.

1. Title page:

The title page should include: Full title (a brief declarative statement of the major findings of the research), Running title (no more than 60 characters including spaces), each author's affiliation and corresponding author's contact information (Phone, Fax and Email).

2. Abstract:

The abstract should briefly (no more than 250 words) describe in complete sentences the scope of the investigation, the results obtained and the major conclusions, and 3-7 keywords should be given after the abstract. There is no Abstract, no sections on Introduction, Methods, Results or Discussion in "Letter type" publications.

3. Introduction:

The introduction should begin with a brief introduction of the background related to the research and should be as concise as possible.

4. Materials and Methods:

The materials and methods should be described clearly and referenced in sufficient detail. For commonly used materials and methods (e.g., media and protein concentration determinations), a simple reference is sufficient.

5. Results:

The results should present the experimental data in tables and figures with suitable descriptions. Present the results as concisely as possible in one of the following: text, table(s), or figure(s). Number figures and tables in numerical order like 1, 2, 3, etc., and be sure to cite all figures and tables.

6. Discussion:

The discussion should focus on the interpretation and significance of the findings with concise objective comments. It should not contain extensive repetition of the Results section or reiteration of the introduction.

7. Acknowledgments:

The acknowledgements should include people who contributed to the work but do not fit the criteria for authors and financial supports along with the numbers of grants.

8. Compliance:

In order to comply with the ethical requirements of the journal, the following statements must be included in a separate section entitled "Compliance with Ethics Guidelines".

For studies with animal subjects, please include:

All institutional and national guidelines for the care and use of laboratory animals were followed.

For studies with human subjects, please include:

Additional informed consent was obtained from all patients for which identifying information is included in this article.

For articles do not contain any human or animal studies, please include:

This article does not contain any studies with human or animal subjects performed by any of the authors.

Besides, the author(s) should declare whether he (she) has competing interest in this section.

9. Author contributions:

According to [ICMJE guidelines](#), authorship should be based on the following four criteria: 1) Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; and 2) Drafting the work or revising it critically for important intellectual content; and 3) Final approval of the version to be published; and 4) Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved. Other contributors who do not meet the four criteria for authorship should be listed in the acknowledgements section.

10. References:

The citations for *Virologica Sinica* in the article body are adhered to author-year system.

Reference list are ordered alphabetically as the first author's family name. References listed in the References section should include only publications that are published or in press. PhD thesis cannot be cited as references. The Endnote style of *Virologica Sinica* can be downloaded from www.virosin.org, or send to you via email upon request.

An example of reference style:

Tian YJ, Ou JH. 2015. Genetic and epigenetic alterations in hepatitis B virus-associated hepatocellular carcinoma. *Virol Sin*, 30:85–91.

The reference information appears as (Tian et al, 2015) in the article body.

11. Illustrations and tables

Figures and images should be labeled sequentially, numbered and cited in the text. Figures should be submitted separately, and referred in the text of the paper. Acceptable formats for figures are: TIFF, AI, EPS, PSD and JPEG. Pixel requirements are:

- 300 dpi for grayscale and color
- 600 dpi for combination art (lettering and images)
- 1,200 dpi for line art

Figure legends should appear on a separate manuscript page after the Reference section, with a title of "Titles and legends to figures". Detailed experimental methods should not appear in figure legends. Define all symbols used in the figure and define all abbreviations that are not used in the text. Use scale markers in the image for electron micrographs, and indicate the type of stain used. Line chart should express the data clearly and precisely. X and Y axes should be accurately and briefly marked and error bar should be provided if necessary.

The accepted format for regular tables is Microsoft Word/Excel. Each table should be typed at the end of the references, numbered and titled, and cited in the text. The headings should be sufficiently clear, and explanatory footnotes for abbreviations are necessary.

Please do not submit copyrighted figures or tables. If so, authors are responsible for acquiring reuse permission.

12. Nomenclature and abbreviations

Names used for viruses should be those approved by the International Committee on Taxonomy of Viruses (ICTV) and reported on the ICTV Virus Taxonomy website. In addition, the standard usage of virus specie names should follow recommendations of the ICTV: when the entire species is discussed as a taxonomic entity, the species name, as with other taxa, is italic and has the first letter and any proper nouns capitalized (e.g., *Tobacco mosaic virus*). When the behavior or manipulation of individual viruses is discussed, the vernacular (e.g., tobacco mosaic virus) should be used. Genes, mutations, genotypes, and alleles should be italicized while proteins should be set in roman type. The virus name and abbreviations not so conventional (like PCR, DNA, ATP) must be written out in full, both in the title of the manuscript and at the first mention in the manuscript; after that, abbreviations mentioned may be used.

● PUBLICATION FEES

There are no page/color charges to authors, and publishing in *Virologica Sinica* is completely free. In addition, the journal can provide free English language editing service upon author's request.

● HOW TO SUBMIT A MANUSCRIPT

Authors are encouraged to submit their manuscripts via online submission at <http://mc03.manuscriptcentral.com/vs>. Files should be uploaded individually, and are automatically combined into a single PDF file by the submission system. The original submission should be deleted when submitting a revision because the original one has been automatically saved in the system.

If you have problems with the online submission, please contact editorial office at virologica@wh.iov.cn. Phone: 86-27-87199157.