

## Steps in preparing your manuscript for the Journal of Eye Movement Research

Here you find the guideline how to insert your manuscript into the template of JEMR (Template-JEMR.docx).

### Manuscript Production

For an initial submission, we only need a PDF version of the paper that includes all elements necessary for review (figures, references, and so forth). It is not necessarily the template of JEMR, but we recommend it. For the final submission, after the manuscript has been accepted, we need a Word (docx), PDF file and the supplementary materials that adhere precisely to the standards for formatting and styles as outlined in this document.

After the final manuscript has been accepted, authors will receive the relevant information for x, y, z in the headers and for the meta-information insert box on the front page.

### Formatting and Style

- Use only regular font; avoid *italics*, **bold** and underlined font.
- Do not use footnotes.
- As demonstrated in the template, use only two structure levels (like main title and second title) for formatting your article.

### Manuscript Template

Open the Word file Template-JEMR.docx. From Insert menu choose File and select the file of your existing manuscript. Starting with running-heads, title and authors, replace the entries of the template by the contents of your article.

Authors should organize their paper using the following structure:

- Title and running-heads
- Author, Affiliation, URL (optional)
- Abstract
- Keywords
- Introduction
- Methods
- Results
- Discussion
- Conclusions
- Ethics and declaration of conflict
- Acknowledgements
- References
- Appendix (optional)

Theoretical and methodological articles as well as reviews and comments, may omit elements of this structure where appropriate.

**Title and Running-heads**

Use a short and succinct title. You might use a catchy main title followed by a concise description, but it should not exceed about 15 words in length.

The running-heads should contain the gist of the title and should not exceed 40 characters including blanks. Note that the headers differ between the first page and the remainder of the pages.

**Author and Affiliation**

The affiliation should be short and not contain the e-mail address and the full postal address. URL is optional.

**Abstract**

The abstract should be approximately 120 words and must not exceed 200 words, it should be as concise as possible and exclude details that are not absolutely necessary.

**Keywords**

There should be 6 to 10 relevant keywords, at least 4 of them from the following list:

- eye movement
- eye tracking
- saccades
- microsaccades
- antisaccades
- smooth pursuit
- region of interest
- gaze
- scan path
- vergence
- attention
- reading
- usability
- art perception
- new media
- social influences
- parafoveal processing
- intermodal processing
- individual differences

**Main Parts**

Find some information about the introduction, methods, results, discussion and conclusions in Template-JEMR.docx

## Style Guides

The Publication Manual (American Psychological Association, 2010a) provides, in addition to writing style rules, detailed guidance on publication ethics, journal article reporting standards, and the process of journal publication.

The “Concise Rules of APA Style” (American Psychological Association, 2010b) targets only those rules writers need for formatting their articles.

The Purdue Online Writing Lab (Angeli et al., 2010) has published a useful summary of the major APA rules.

## Mathematics and Statistics

Follow standard scholarly publishing conventions for mathematical fonts and styles. Formulas must be submitted in MathML <https://jats.nlm.nih.gov/publishing/tag-library/1.0/index.html> with tags `<mml:math>`. If this is not possible, then formulas should be submitted as image in tiff (DPI  $\geq$  500), with file names equation-01, equation-02, ...

- Scalar variables: Times italic, lowercase *a*
- Numbers: Times normal 3
- Function names: Times normal sin
- Vectors: Times bold, lowercase **b**
- Matrices: Times bold, uppercase **K**
- All statistical symbols should be typeset in italics, for example *df*, *F*, *MSE*, *N*, *p*, *SD*, *SE*, and *SEM*.
- Avoid multi-letter text names for new function names, variables, or subscripts; instead use single characters and define in the text. Avoid the use of "\*" for multiplication.

Every significant equation should be numbered. Display equations are considered part of the text, and as such should include appropriate punctuation. If they conclude a sentence, they should be followed with a period.

## Tables

Tables should be inserted into the text near to where they are first mentioned. Do not include a box around the table, and do not separate each row and column with a line. Use lines only to separate header rows or columns, or significant groupings of data. A caption should be included above the table.

More complex tables should be submitted according to <https://www.ncbi.nlm.nih.gov/pmc/pub/filespec-images/#table>

## Figures

Figures should be placed in the manuscript after the paragraph in which it is first mentioned. Figures should be numbered sequentially in order of appearance. If it is necessary for sufficient resolution, the column break prior to the inserted figure should be changed from double to single columns. Do not place the figure within a text box or frame. A caption must follow the figure.

To achieve the highest quality in the final manuscript, it is vital that graphics be created properly and submitted in the correct format:

For the final submission after acceptance, all figures which already have been included in the submitted manuscript, must also be separately submitted as supplementary files in high resolution <https://www.ncbi.nlm.nih.gov/pmc/pub/filespec-images/#fig-format> The figures should be named as figure-01, figure-02, ...

## Ethics and Conflict of Interest

The author(s) declare(s) that the contents of the article are in agreement with the ethics described in <http://biblio.unibe.ch/portale/elibrary/BOP/jemr/ethics.html> and that there is no conflict of interest regarding the publication of this paper.

## Acknowledgements

In this section the institutional and financial support should be mentioned. In addition persons who contributed to ideas and supported the research can be referred to.

## References

The complete references for all cited materials should appear in a separate section at the end of the article and should be listed alphabetically by authors and date. References should be formatted according to the APA style. Authors are responsible for the accuracy of references. It is recommended to use EndNote <http://endnote.com/downloads>

References should include the DOI of the article whenever it is available. To resolve any DOI, use <http://dx.doi.org/>.

American Psychological Association. (2010a). *Publication Manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

American Psychological Association. (2010b). *Concise Rules of APA Style* (6th ed.). Washington, DC: Author.

Angeli, E., Wagner, J., Lawrick, E., Moore, K., Anderson, M., Soderlund, L., & Brizee, A. (2010, May 5). *General format*. Retrieved from <http://owl.english.purdue.edu/owl/resource/560/01/>