

# INSTRUCTIONS TO AUTHORS

## General

Upon acceptance of an article, the author(s) should transfer the copyrights of both printed and electronic versions of the article to the publisher of FSJ. All articles in full text are freely shared via the Internet. Manuscripts are considered for publication only if they have been neither published previously nor submitted elsewhere for publication. Material from previously published work must be exactly quoted and adequately referenced. Use of previously published figures, tables, etc., requires the written permission of the copyright owner of the prior work. If color artwork is submitted, it will be reproduced only as black-and-white photographic prints. All manuscripts will be reviewed by at least two referees for publication.

## Preparation of the Manuscript

Manuscripts must be written in English. Authors are responsible for the linguistic clarity and accuracy of their papers. Only electronic manuscripts edited in A4 size, with 3-cm margins, by Microsoft Word may be accepted. The components of each manuscript should be arranged in the following order: **title page, abstract and keywords, text, acknowledgment(s) (if any), references, table(s), figure(s)** (if any). Number pages consecutively, with the abstract and keywords starting page one.

The **title page** should carry: (a) a concise but informative title; (b) the first name, middle initial, last name, and the highest academic degree of each author (the corresponding author may be indicated by an asterisk); (c) the name(s) and address(es) of the institutions where the work was carried out; (d) the address of the corresponding author; (e) a short running title of no more than 40 characters; (f) the article type (i.e., full paper, technical note, etc). Generally, avoid abbreviations or acronyms in the title. **Letters to the editor** concerning a previously published item should be entitled: Commentary on "... full title of published item ..." (... FSJ citation ...). The citation should follow the uniform

style given below. Letters to the editor concerning other matters may begin with a brief descriptive title. **Author(s) responses** should be entitled "Author's (Authors') response."

The second page should carry an **Abstract** of about 200-300 words and at least five **Keywords** (or phrases). This journal welcomes more keywords as they will assist indexers in cross-indexing the article and assist abstracters in properly categorizing the work so that it will be found in journal article databases by interested researchers. Thus, the first keyword must be "forensic science;" the second keyword usually represents a subfield of forensic science, e.g., DNA typing, urine drug testing, etc. Except for such well known and otherwise unnecessarily lengthy terms as DNA, ISO, etc., avoid using acronyms solely for listing keywords; whenever applicable, list them in a manner like "polymerase chain reaction (PCR); gas chromatography-mass spectrometry (GC-MS) ..." Do not use abbreviations for listing keywords.

The **text** of the manuscript **for all article types but letters** may be organized under boldfaced headings such as (not necessarily) Introduction, Experimental (materials, apparatus, and methods in sufficient detail should be given to allow any experienced worker to implement the procedures described; procedural steps should not be numbered), Results and discussion (must be treated together), Conclusion(s), Acknowledgment(s), and References. For **letters**, the salutation "Sir:" should follow the title and precede the body. The name(s) and affiliation(s) of the writer(s) should appear at the end of letters and replies. The full term for which an abbreviation or acronym stands should precede its first use in text unless it is a standard unit of measurement. Use only standard abbreviations, acronyms and symbols. Liter(s) is abbreviated as L, not l; hour(s) is abbreviated as h, not hr(s); micro is abbreviated as  $\mu$ , not u; racemic amphetamine is denoted *d,l*-amphetamine or ( $\pm$ )-amphetamine, not *d,l*-amphetamine nor *D,L*-amphetamine.

**References** should contain only published or in-press references and should be numbered consecutively in the order of their first appearance in the text, tables or legends. Every reference listed must be cited in the text. Reference numbers in the text are set in square brackets on the line. References in the references list should be in accord with the uniform style of the examples given below. The titles of journals should be abbreviated according to the style used in Index Medicus.

1. Giang Y-S, Cho L-L, Wang S-M, Chiu L-Y. Identification of a tiny, thin, smeared dot of red paint in a fatal traffic accident case by Fourier transform-infrared microspectroscopy. *Forensic Sci J* 2002; 1(1):41-9. [Full text freely available at: <http://fsjournal.cpu.edu.tw>]  
[**Please note:** To promote the distribution of this journal, authors are also encouraged to add the above bracketed statement to any references to FSJ articles whenever disseminating their other research products in other journals.]
2. Jantz RL, Miller H. Secular change in cranial morphology of American whites and blacks with special reference to the colonial period. *Proc 51th Annual Meeting of the American Academy of Forensic Sciences*, 4:175, San Francisco, California, 11-16 February 1999.
3. Peterson LC. Infectious mononucleosis. In: Kjeldsberg CR, editor. *Practical diagnosis of hematologic disorders*. 2nd ed. Chicago: ASCP Press, 1995; 305-16.
4. Knight B. *Forensic pathology*. New York: Oxford University Press, 1991.
5. Ho S-C. Automated solid-phase extraction followed by chemical derivatization for the isotope dilution gas chromatographic-mass spectrometric determination of opiates in urine. Thesis (only abstract in English), Central Police University, Taoyuan, Taiwan, ROC, June 1999.
6. E 1610-95. Standard guide for forensic paint analysis and comparison. *Annual Book of ASTM Standard* 1995; 14.02:1012-9.

**Tables** should be collected behind the references list. Each table should basically take the Microsoft Word "simple" format (do not use "grids") and had best be completed with a brief title (beginning with "Table X")

and explanatory footnotes on a single page. Column headings should be brief, but should include the units in parentheses, where relevant. Footnotes to tables are denoted by superscripts a, b, c, etc. Do not submit tables as photographs. Number tables with Arabic numerals consecutively in the order of their first citation in the text. Place a centralized parenthesis (Insert Table X here) or (Insert Tables X-Y here) in the space immediately following the paragraph that first cites the table(s).

**Figures and legends** should be collected at the end of the manuscript, with each figure legend (beginning with "Fig. X") typed right beneath the corresponding figure itself. More than one figure of smaller size may be accommodated within the same page while allowing appropriate space between each two. Simple straight-line graphs are not acceptable, because they can readily be described in the text by means of an equation or a sentence. For the sake of conciseness and clarity, allied figures may well be grouped into a figure consisting of subfigures having uniform designations (a), (b), (c), etc. Place a centralized parenthesis (Insert Fig. X here) or (Insert Figs. X-Y here) in the space immediately following the paragraph that first cites the figure(s).

**Units of measurement** Measurements of length, height, weight, and volume should be reported in the metric system in terms of the International System of Units (SI). Temperatures should be given in degrees Celsius. Blood pressures should be given in millimeters of mercury. In some types of manuscripts (e.g. engineering), the use of non-metric units is permitted if they are the norm in that field or professional area.

### **Submission of the Manuscript**

Manuscripts should be mailed to the **Editor** at: [chunchieh@mail.cpu.edu.tw](mailto:chunchieh@mail.cpu.edu.tw)