

STEM CELLS

Information for Authors

As one of the world's leading publications in the fast-paced field of stem cell science, **STEM CELLS** welcomes articles and concise reviews describing basic laboratory investigations of stem cells and the translation of their clinical aspects of characterization and manipulation from the bench to patient care. The Journal covers all aspects of stem cells.

Editorial Policy

STEM CELLS abides by policy of anonymous peer review. As a singleblind review process, authors do not know the identity of their reviewers. The Editor and Associate Editors appoint Editorial Board members to lead the reviews and select external reviewers from a database of experts. These reviewers provide comments for the Editors and the authors, as well as a publication recommendation. Upon receiving the comments, the Associate Editor responsible for the manuscript makes a recommendation to the Editor, who must endorse all final manuscript decisions. Often, the Editors seek manuscript opinions from one another and/or discuss decisions.

Submission of a manuscript to **STEM CELLS** is predicated on the explicit understanding that it represents original work not previously published (with the exception of abstracts) and not being considered elsewhere for publication. Further, it is understood that all authors listed on a manuscript have agreed to its submission. Authors submitting a manuscript do so with the understanding that if it is accepted for publication, copyright, including the right to reproduce the article in all forms and media, shall be assigned exclusively to the publisher, AlphaMed Press. It is the author's responsibility to obtain written permission to reproduce illustrations, tables, etc., from other publications.

Acceptance of manuscripts is based on originality and importance to the field, as assessed by the Editors. Acceptance and publication decisions are made by the Editors. For further information, see the "Uniform Requirements for Manuscripts Submitted to Biomedical Journals," published by the International Committee of Medical Journal Editors (ICMJE): http://www.icmje.org/urm_main.html.

Based on editorial judgment, some submissions are rejected initially without external review. If review is required, authors may expect to learn of rejection or acceptance in approximately two weeks.

Upon completion of review, the Editors' decision will be e-mailed to the contact author, along with the reviewers' comments. The author will receive one of the following decisions:

Reject: The Editors did not select your manuscript for publication. Many factors contribute to acceptance including, but not limited to, the following:

- importance of the research to the field of translational medicine;
- originality of the work;
- quality of the study; and
- priority of the work to **STEM CELLS** and its readership.

If an author disagrees with the editorial decision, cordial inquiry is invited. The response must be timely and include a detailed rebuttal.

Major Revision: The Editors believe that your article contains information of potential importance but a number of major issues were raised. The editors would be willing to reconsider your manuscript, but cannot guarantee acceptance, particularly if you cannot address the concerns.

Minor Revision: The Editors found your manuscript potentially acceptable for publication, provided you make some minor adjustments.

Acceptance: The Editors selected your manuscript for publication. Additional information will be provided via separate email regarding embargo policies and the production process.

The Editor, Associate Editors, Concise Review Editor and Science Editors, along with the Executive and Managing Editors, make up the Senior Editorial Faculty. **STEM CELLS**, recognized as an icon of excellence in the field, has one of the world's most highly respected international editorial boards with an extensive worldwide database of high profile external reviewers.

Disclaimer

While the publisher and Editorial Board make every effort to see that no inaccurate or misleading data, opinions, or statements appear in the journal, the data and opinions in the articles and advertisements in **STEM CELLS** are the responsibility of the contributor or advertiser concerned. Accordingly, the publisher, the Editorial Board, and their respective employees, officers and agents accept no liability whatsoever for the consequences of any inaccurate or misleading data, opinion or statement. While every effort is made to ensure that drug doses and other quantities are presented accurately, readers are advised that new methods and techniques involving drug usage described within the journal should be followed in conjunction with the drug manufacturer's own published literature.

Journal Content

STEM CELLS welcomes original articles and concise reviews describing basic laboratory investigations of stem cells and the translation of their clinical aspects of characterization and manipulation from the bench to patient care. The following sections include, but are not limited to, the topics listed:

Embryonic Stem Cells/Induced Pluripotent Stem (iPS) Cells

- Signaling pathways/factors regulating and/or initiating ESC/iPS cells pluripotency and differentiation
- Derivation and organization of primitive, early structures with or without tissue specificity

Tissue-Specific Stem Cells

- Regulation of and pathways that govern stem cell self-renewal and/or differentiation
- Cellular interactions and signaling pathways necessary for tissue specificity
- Molecules and signaling pathways that modulate homing or mobilization of tissue-specific stem/progenitor cells
- Functional properties of tissue-specific and progenitor cells
- Improving engraftment for efficient and less costly cellular therapy for adult stem cells
- Understanding and avoiding teratoma formation

Stem Cell Technology: Epigenetics, Genomics, Proteomics, and Metabonomics

- Mutagenesis and epigenetic influences
- Surveys of gene and/or protein expression with a link to structure or function
- Quantitative measurements of the dynamic multiparametric metabolic response of living systems to pathophysiological stimuli or genetic modification
- Prediction of the outcome (efficacy or toxicity) of a drug or xenobiotic intervention in an individual based on a mathematical model of preintervention metabolite signatures

Cancer Stem Cells

- Cellular origin of cancer stem cells
- Genetic constraints, including epigenetic modifications, that influence growth process
- The cancer stem cell niche, and cancer stem cells as therapeutic targets
- Mathematical models of cancer cell evolution and mechanisms of survival

Translational and Clinical Research

- Studies describing new model systems with potential for drug development
- Translation into pharmaceutical, clinical or practical findings

Regenerative Medicine

- Potential applications for stem cell-based strategies in pathological conditions
- Tissue engineering and characterization of engineered tissues
- Medical device and artificial organ development
- Stem cell transplantation and technologies that will maintain, improve or restore the function of diseased organs
- Gene therapies for inherited diseases

Original Articles

Original articles describing new findings of major importance are welcomed by **STEM CELLS** for review. We encourage submissions from all fields of stem cells science that describe basic laboratory investigations of stem cells and the translation of their clinical aspects of characterization and manipulation from the bench to patient care.

All original articles are reviewed by the Editor and appropriate Associate Editors. Selected manuscripts are also anonymously peer-reviewed by external experts in the field. Reviewer comments generated through this external review process are returned to the author for consideration in revising the manuscript prior to acceptance and publication.

Original articles should meet the following criteria:

The manuscript should include an Abstract, informative Introduction, clearly stated Materials and Methods, a succinct presentation of Results, and a Discussion that places the findings in context and examines the implications for stem cell science.

- Total word count (excluding the abstract, references, and text for figures and tables), should not exceed 5,000 words.
- Abstracts, which are limited to a maximum of 250 words, should clearly state the manuscript's primary objective, discuss the implications of the work, and summarize any conclusions.
- Total number of figures and tables should not exceed seven (any additional figures and/or tables should be labeled as "supplemental" and will appear online only).
- A CONSORT diagram is required for all Randomized and Phase III trials (the diagram does not count toward the seven figure and table limit).

For manuscripts involving clinical trials the manuscript also must include:

- The trial registry and registration identification number for the trial's registry is required. This applies to any trial for which patient enrollment began on or after November 1, 2006.
- Any study related protocol information for all randomized clinical trials.
- Negative results from clinical trials important to the field but often underreported are encouraged.
- Clear statement and approval from the ethical committee and others when animal or human material has been used
- The majority of the manuscript text, excluding the abstract and introduction, should present new data and discussion that address the impact of new concepts or information on clinical and translational medicine disease management.

References should not exceed 100 entries, and should be limited to recent works.

Concise Review Articles

STEM CELLS encourages concise manuscripts that document significant advances made through novel technology developments. These papers should be submitted to the appropriate Journal section.

While the majority of Review Articles are solicited by the Editors, **STEM CELLS** also welcomes unsolicited reviews that address topics of significant interest and relevance to the translational aspects of stem cells and progenitor cells for cell-based therapy, tissue engineering and regenerative medicine from the bench to patient care.

Prior to submitting an unsolicited manuscript, authors are asked to review published reviews on the same topic in other widely read publications.

Authors should submit a pre-submission inquiry to Editors@STEMCELLS.com. We will review manuscripts submitted by academic, government, or industry authors, but not medical writers or other paid representatives. All authors should be identified in the pre-submission inquiry. The author should explain in the pre-submission inquiry what new information or perspective justifies the manuscript as a candidate for publication in **STEM CELLS**. In addition, the inquiry must also:

- Provide a detailed description of the primary concepts and discoveries addressed in the manuscript and discuss recent reviews on the same topic in related publications
- List specific clinical trials, if pertinent, to be discussed in the manuscript
- Disclose any potential conflict of interests for all authors

Review articles should meet the following criteria:

- Total word count (excluding the abstract, references, and text for figures and tables), should not exceed 4,000 words
- Abstracts, which are limited to a maximum of 250 words, should be a cutting edge review of the subject setting them apart from other sources of information and clearly state the manuscript's primary objective, discuss the implications of the work, and summarize any conclusions.
- The majority of the manuscript text, excluding the abstract and introduction, should address the impact of new concepts or information on clinical disease management, including prognosis, treatment, prevention, or diagnosis.
- The review should detail how the authors planned the review of the literature, what information was included or excluded, whether levels of evidence were used in assessing the value of each publication selected for inclusion, and whether unpublished material was included.
- Opinions not supported by clear evidence should be identified as such and properly discussed.
- Total number of figures and tables should not exceed seven (any additional figures and/or tables should be labeled as "supplemental" and will appear online only).
- References should not exceed 100 and be limited to recent works. The authors may also include previous high-quality reviews that summarize earlier work on the subject of the review.

Other Manuscript Types

Correspondence/Letters to the Editor (All Subject Categories)

Letters to the Editor are welcomed. They may deal with material in published papers, or they may raise new issues. Letters should be no more than 500 words (excluding abstract, tables, figures, legends and references), and one figure and/or table is allowed. Please follow all other formatting instructions below. Authors of papers referenced in Letters to the Editor are given the opportunity to respond. Both the letter and the response are subject to peer review.

Brief Reports (All Subject Categories)

Brief Reports should be no more than 1,200 words (excluding abstract, tables, figures, legends and references), and a maximum total of four figures and/or tables combined. Please follow all other formatting instructions below.

Announcements

Announcements of meetings and conferences that are of interest to the readership of **STEM CELLS** should be sent to the **STEM CELLS** Portal Editor (portaleditor@alphamedpress.com) at least six months before the date(s) of the meeting. These are posted online only.

Fast Track Policy for STEM CELLS

Manuscripts submitted for Fast Track consideration should report new and important findings and consist of no more than 4,000 words with a maximum of five figures and/or tables. The accompanying cover letter should delineate why the manuscript is deserving of high priority acceptance and publication.

Within 48 hours of meeting the submission criteria, two Editors will determine whether a manuscript is eligible for expedited review. Submissions that do not meet Fast Track requirements will be either rapidly rejected without further external review or sent through the standard review process.

Fast Track manuscripts will be reviewed within two weeks. Manuscripts accepted pending revision should be returned within two weeks. Accepted papers will be published ahead of print in **STEM CELLS Express** within four days and in print within four to six weeks. Exceptions include situations such as a special issue planned for a particular month, if a paper arrives over a public holiday, or when the author takes longer than 48 hours to review the copyedited proof.

Copyright Assignment

Each author is required to sign and submit a Copyright Assignment Form, with the exception of U.S. government employees whose official duties are financed with federal money. If a manuscript is accepted, the copyright in the article, including the right to reproduce the article in all forms and media, shall be assigned exclusively to AlphaMed Press. U.S. government employees whose official duties are financed with federal money do not have to complete this form. The instructions for completing the information are provided during submission. The form can be found here: <http://www.stemcells.com/view/0/authorInformation.html>

Author Contribution

The Corresponding Author must submit the Author Contribution Form on behalf of every author. The Corresponding Author must have obtained permission from all authors for the submission of each version of the paper and for any change in authorship. Authorship should be limited to those who have contributed substantially to the work. The nature of the contribution of every author should be made clear. Each author should have participated sufficiently in the work to take public responsibility for the content. Contributors who do not meet sufficient criteria for authorship should instead be noted in an Acknowledgments section.

If an article has been substantially written by a contracted writer different from those whose names appear at the beginning of the article, this fact needs to be acknowledged on the Author Contribution Form. All authors, including contracted authors (medical writers), must submit a Financial Disclosure Form (as described below). The Corresponding Author must include a summary of all the authors' contribution(s) to the manuscript in the title page of the manuscript submission. Each author's contribution(s) to the manuscript must be indicated according to the categories listed below:

1. Conception and design
2. Financial support
3. Administrative support
4. Provision of study material or patients
5. Collection and/or assembly of data
6. Data analysis and interpretation
7. Manuscript writing
8. Final approval of manuscript
9. Other (please be specific)

Please use the following format when adding this information to your title page:

John Doe: Conception and design, financial support, manuscript writing

Jane Doe: Conception and design, provision of study material or patients

Conduct Policy

Author Responsibilities

It is the responsibility of submitting authors to ensure that the data and work represented in their manuscript are accurately presented at the time of submission. For all submitted papers, accurate representation includes the submission of only original and unpublished material, proper acknowledgment of all author contributions, properly credited references and resources, and presentation of all relevant data and results in their true, unaltered form. The journal requires a statement disclosing any financial relationship that is relevant to the work, and that might be perceived as a conflict of interest.

In addition, if manuscript content is based on scientific research, then that research is required not only to meet accepted scientific standards, but also to adhere to any applicable legal and ethical requirements regarding informed consent and standards for use of experimental animals.

More detailed information regarding manuscript submission requirements can be found on the journal's website under "Information for Authors" (<http://www.stemcells.com/view/0/authorInformation.html>)

Author Misconduct

Instances involving potential author misconduct can relate to either submitted or published manuscripts. The Journal's author misconduct policy does not apply to "honest" mistakes of judgment or interpretation, which may be resolved through subsequent publication of an erratum.

Examples of potential author misconduct may include, but are not limited to, the following circumstances:

- Falsifying, manipulating, or omitting data or results, images, or any other materials, processes, or content, such that the research record is not faithfully presented and preserved.
- Fabricating data or results
- Plagiarizing or otherwise not appropriately crediting the work of others or oneself (includes ideas, processes, words, results, etc.)
- Misappropriating the data or results of others and representing them as one's own
- Submitting or publishing the same, or essentially unchanged, material in more than one publication
- Using published images, charts, tables, etc. without first obtaining appropriate permissions
- Removing or failing to include or properly credit a contributing author or writer, including a paid professional writer.
- Inappropriately assigning author status to a "guest" author or "ghostwriter" whose contributions do not meet the authorship criteria as defined by the International Committee of Medical Journal Editors (ICMJE; www.ICMJE.com); such contributions should be noted instead in the "Acknowledgments" section in the manuscript.
- Failing to appropriately disclose any potential conflicts of interest (see additional information in Information for Authors on the journal's disclosure requirements)
- Failing to abide by applicable legal and ethical standards regarding the treatment of research subjects

Potential Author Misconduct Notification and Investigation

Notification of Potential Misconduct/Response to Notifying Party – When a potential breach of conduct is brought to the Journal's attention, the Journal will contact the notifying party to acknowledge receipt of the notification. Unless the

notifying party has been personally affected by the alleged misconduct, correspondence with that individual will end with the acknowledgment that notification of the concern has been received.

Potential author misconduct may also be discovered by the Journal's staff, editors and/or reviewers, in which case the same investigative process applies.

Misconduct Notification and Investigation – Following a receipt of notification of potential author misconduct, the Journal will initiate a preliminary investigation in order to determine whether a formal investigation is warranted. In this phase of the investigation, published and submitted manuscripts, manuscript reviews, and editorial decisions will be evaluated as appropriate. Input will be sought from all individuals affected by the alleged misconduct. If the evidence found is substantial enough to warrant further investigation, then the Journal will notify the corresponding author of the manuscript in question and request a full explanation. Should the corresponding author not respond (or not respond in a timely manner) or provide an inadequate or otherwise unsatisfactory response, the Journal will contact the corresponding author's institution and/or co-authors.

If the potential misconduct involves a work published elsewhere, the Journal may also contact that publication. Should the potential misconduct involve specific scientific research, the Journal may also contact the institution where the research was conducted in order to further investigate the accuracy, authenticity, and legitimacy of the published data and results. Lastly, the Journal may also request the assistance of the U.S. Department of Health and Human Services Office of Research Integrity.

During the investigative process, the Journal will follow the guidelines and requirements outlined by the Committee on Publication Ethics (COPE) and the ICMJE to identify any misconduct and fairly gauge its severity. These references are available online at <http://publicationethics.org/flowcharts> and at <http://www.icmje.org>.

Sanctions

Potential instances of author misconduct will be investigated and considered on a case-by-case basis. Should misconduct be established or admitted, the Journal will proceed with sanctions as deemed commensurate with the severity of the misconduct committed. All decisions regarding sanctions or notices of misconduct will be reviewed by the senior editorial board of **STEM CELLS** to seek their advice and agreement with the planned action

Sanctions are applied at the discretion of the Editor-in-Chief, the senior editorial board, and the publisher and may vary based on the severity of the misconduct and whether the manuscript in question was submitted or published.

Appropriate sanctions for author misconduct may include, but are not limited to, the following:

- Publication of an erratum or Statement of Concern by the Journal Editors
- Rejection of the manuscript or retraction of the publication in which the misconduct was committed
- A letter of notice of sanctions to the author(s)
- A letter of notice to the author's institution and/or the institution where the study was conducted
- Prohibition of further submissions to or publications in the Journal by the offending author for a period of time to be determined by the Editor-in-Chief

Once the decision on sanctions has been determined, the Journal will notify the author.

Editors and Reviewers

Editors and reviewers are also required to abide by the Conduct Policy and therefore should be familiar with the Journal's policy regarding conflicts of interest and should be prepared to recuse themselves from any situation that would potentially place them in violation of that policy.

In addition to knowing when to recuse themselves from a review, editors and reviewers should also keep in mind that all information submitted for review purposes is confidential in nature and should be treated as such.

Recusal of Editors and Reviewers

In order to provide authors with a fair and unbiased review process, editors (Senior and Associate Editors and Lead Reviewers), and reviewers are required to recuse themselves from the review of a manuscript when faced with a potential conflict of interest. Examples of situations that would require recusal on behalf of an editor or reviewer include but are not limited to:

- An editor or reviewer is the spouse, domestic partner, parent, child, sibling, or other family member of an author on the manuscript in review
- An editor or reviewer is involved in research collaboration with an author on the manuscript in review
- An editor or reviewer is under the employ of, or otherwise works at, the same institution as an author on the manuscript in review
- An editor or reviewer has a strong intellectual bias either for or against the position taken by the author

An editor or reviewer has a financial interest in an agent or device relevant to the study, or has a financial relationship with a commercial sponsor of the study in question. In addition to self-recusal, editors and reviewers are also required to recuse themselves from the review of a manuscript when requested to do so by the Editor-in-Chief.

Questions regarding the recusal policy may be directed to Editors@StemCells.com

Misconduct of Editorial Board Members

STEM CELLS holds its Editorial Board members, as ambassadors of the Journal, to the same high standards of ethical conduct as are expected for authors. Editorial Board members who act as reviewers must honor the confidentiality of all information in the reviewer packet.

If an Editorial Board member is the subject of an accusation of misconduct as an author, reviewer, or editorial board member, the accusation will be referred to the Journal's executive office and editor in chief for review and appropriate action.

Format of Manuscripts

Papers are published in English (with American spellings), and authors who are not fluent in this language must seek editorial help before submitting their papers. Papers that do not meet basic standards for readability may not be considered for review.

Submission Cover Letter

Submissions should be accompanied by a cover letter briefly describing the work's significance and identifying the Corresponding Author, with:

- complete mailing address
- telephone and fax numbers
- e-mail address
- website address (if available)

Title page

The first page of the manuscript should contain the following information:

- a running head of the title that is no more than 50 characters
- the title
- name(s) of author(s)

- name(s) of institution(s) in which the work was done
- author contribution summary (see mandatory format under Required Forms for Authors)
- correspondence information for Corresponding Author [name, address (including postal code), telephone and fax numbers, e-mail address, and website (if available)]
- disclaimers, if any
- a brief acknowledgment of grants, equipment, or drugs for research support
- four to six key words or phrases, using terms from the most recent Medical Subject Headings of Index Medicus (<http://www.nlm.nih.gov/tsd/serials/lji.html>)

Abstract

An abstract is required for all Original Articles and Concise Reviews. The abstract should:

- contain no more than 250 words
- clearly state the paper's primary objective
- if appropriate, describe materials and methods and results
- discuss the implications of the work
- summarize any conclusions
- be readable by non-specialists as well as experts in the field
- define abbreviations and acronyms on first usage

The abstract should not contain:

- footnotes
- statistical significance values
- references
- proprietary names

Text

The text should be divided into the following sections (when appropriate):

- introduction
- materials and methods
- results
- discussion
- conclusion and/or summary
- acknowledgments
- disclosure of potential conflicts of interest
- references
- tables
- figures and figure legends

Within the text:

- acronyms, abbreviations, and symbols must be clearly defined on first usage
- footnotes are not allowed, except within tables
- references, tables, and figures must be numbered in the order in which they are cited in the text.

All submitted material should be typed double-spaced, leaving left and right margins of at least 2.5 cm. Do not justify the right-hand margin. Number the pages consecutively.

Proprietary Names

Proprietary drug names are typically given once, followed (in parentheses) by the name and location of the manufacturer. Proprietary drug names will not be published in article titles; accepted manuscript titles will be modified to contain the generic drug name only. The use of proprietary names of devices requires that the name, location and website of the manufacturer also be included.

Units of Measurement

- Measurements of length, weight and volume should be reported in metric units (meter, kilogram, or liter) or their decimal multiples.
- Temperatures should be given in degrees Celsius.
- Blood pressures should be given in millimeters of mercury.
- Abbreviations for units of measurement need not be defined (e.g., 5 cm, 20°C, 120 mmHg).

Symbols and Abbreviations

Define abbreviations and acronyms the first time used, both in the abstract and in the body of the article. Author-created abbreviations should be avoided, but if used they must be clearly defined at first usage, both in the abstract and in the paper.

Footnotes

Footnotes should not be used except within tables.

References

References must be numbered consecutively, without periods after the reference numbers, and ordered as they appear in the text (i.e., citation by number). References must be typed double-spaced in a separate reference section that follows the body of the text. Manuscripts “in preparation” or “submitted” are not included in the reference list.

Reference format:

- List all authors when there are three or fewer.
- If there are more than three authors, list the first three followed by “et al.”
- List authors by last name first, followed by their initials (no periods).
- Abbreviations for titles of medical periodicals should conform to those in the latest edition of Index Medicus (<http://www.nlm.nih.gov/tsd/serials/lji.html>) and on MEDLINE (http://www.nlm.nih.gov/services/pm_title_abbrev.html).
- Use full beginning and ending page numbers (e.g., 10270–280 is not acceptable).

Examples of references:

Standard journal article with three or fewer authors

Collins J, Lako M. Concise Review: Putting a finger on stem cell biology: Zinc finger nuclease-driven targeted genetic editing in human pluripotent stem cells. **STEM CELLS** 2011;29:1021–1033.

Standard journal article with more than three authors

Rasheed Z, Kowalski J, Smith BD, et al. Concise Review: Emerging concepts in clinical targeting of cancer stem cells. **STEM CELLS** 2011;29:883–887.

Article in journal supplement

Carey L. Directed therapy of subtypes of triple-negative breast cancer. **THE ONCOLOGIST** 2010;15(suppl 5):49–56.

Journal article, in press

Prat A, Perou CM. Deconstructing the molecular portraits of breast cancer, **MOL ONCOL** 2010 (in press).

Authored book

Atala A, Lanza R, Thomson J. Principles of Regenerative Medicine, Second Edition. Waltham, MA: Academic Press, 2010:1–1182.

Book with Editor, Compiler, or Chairman as author

Lakshmipathy U, Chesnut J, Thyagarajan B, eds. Emerging Technology Platforms for Stem Cells. Hoboken, NJ: John Wiley & Sons Inc., 2009:1–521.

Chapter in a book

Clark J. Molecular targeted drugs. In: Chabner B, Longo D, eds. Cancer Chemotherapy and Biotherapy: Principles and Practice, 5th ed. Philadelphia: Lippincott Williams & Wilkins, 2010:526–546.

Abstract

Hauschild A, et al. Phase III, randomized, double-blind study of elesclomol and paclitaxel versus paclitaxel alone in stage IV metastatic melanoma (MM). *J CLIN ONCOL* 2009;27(18 suppl): Abstract LBA9012.

Letter to the Editor

Welsh J. Contagious cancer. *THE ONCOLOGIST* 2011;16:1–4.

Internet resource

U.S. National Institutes of Health. Efficacy and safety study of OncoV-EXGM-CSF compared to GM-CSF in melanoma. Available at <http://clinicaltrials.gov/ct2/show/NCT00769704>. Accessed June 11, 2010.

Internet resource with digital object identifier (doi)

Nefzger C, Haynes J Pouton C. Directed expression of Gata2, Mash1, and Foxa2 synergize to induce the serotonergic neuron phenotype during in vitro differentiation of embryonic stem cells. *STEM CELLS* 10.1002/stem. 2011-640.

Tables

Tables must be titled and cited in numerical order in the text using Arabic numbers. Each table should be double-spaced and typed on a separate page. Use superscript lowercase letters to denote footnotes within a table in the order they appear. Each table must include definitions of all abbreviations that have been used. Abbreviations must be used more than once; if not, do not abbreviate but write out. Tables should be created in Microsoft® Word using the table feature.

Failure to comply with these specifications may result in review delay.

Figures

Figures must be titled and cited in numerical order in the text using Arabic numbers. We encourage the submission of illustrations in color. Submit figures online with your manuscript. Figures should be labeled with the Corresponding Author name, the appropriate figure number and orientation (e.g., “top”). The type font used within the figures should be 12-point Helvetica.

Please submit figures in either .tif or .eps formats. When uploaded, these figures will be automatically converted to PDFs for the peer review process. All other file types such as Excel® spreadsheets and PowerPoint® presentations are not accepted for review because they do not convert properly.

For information and resources to help you with the creation and submission of digital art, go to the Cadmus KnowledgeWorks digital art support website (<http://cjs.cadmus.com/da/index.asp>).

If you do not have access to Photoshop or similar illustration software, IrfanView is a similar graphic program that can be downloaded for free. IrfanView will allow you to save your images in TIF format, and you can also access its LZW compression feature, which is useful for large files that are difficult to upload. You can download the program at a number of locations on the web, including: (<http://www.tucows.com/preview/194967>).

Figure Legends

Figure legends should be typed double-spaced on separate pages and should contain a brief title and explanation of the figures (maximum of 55 words for title and explanation). In addition, the magnification and stain used for photomicrographs should be stated, and any pertinent notes and definitions of all abbreviations used in the figure must be included.

Supplemental Data

The submission of supplemental data that enhance the understanding of the science discussed in the manuscript is encouraged. Supplemental data should be submitted for peer review when the initial submission of the paper occurs. The Editors will review the supplemental data along with the manuscript. Critical information or figures required for the interpretation, understanding and evaluation of the research must be included in the manuscript and **must not** be submitted as supplemental data. Supplemental data are published online only. Authors should submit figure legends for supplemental figures in a file separate from the manuscript.

Videos

Videos for use on the Journal's website must be approved by AlphaMed Press and should be uploaded online with your manuscript files. The preferred file format is compressed Windows Media® player-compatible (.wmp or .mpg). Video file size should be kept as small as possible while maintaining good resolution and screen size. Video files submitted to **STEM CELLS** are posted online only as Supplemental Data. Within the text of your manuscript, you may cite the videos as, for example, "supplemental online video 1." Prior to including a video in your submission, please read the Supplemental Data section above.

Financial Disclosure

The purpose of the Potential Conflict of Interest and Financial Disclosure Form is to fully inform journal's editors, reviewers, and readers of the existence of any financial relationships that may be pertinent to the article and thus ensure full transparency of the peer-review and publication processes. The Financial Disclosure Form may be accessed online through the Information for Authors page <http://www.stemcells.com/view/0/authorInformation.html>

It is the policy of **STEM CELLS** to ensure fair balance, independence, objectivity, and scientific rigor in all of its educational activities through the disclosure of financial interests and other relationships. Additionally, **STEM CELLS** adheres to the policy of the Accreditation Council for Continuing Medical Education (ACCME) stating that commercial support must be acknowledged and that all persons who affect the content of an educational activity regarding the products or services of a commercial interest must disclose any financial relationships with that commercial interest.

To this end, each author is required by **STEM CELLS** to reveal any financial commitment or obligation occurring within the last 12 months relevant to the subject matter of the article submitted. Additional relationships that might be considered competing interests, such as holding equity or paid consultancy, patent rights, etc., must also be stated.

All information concerning potential conflicts of interest will be revealed to the peer reviewers and thereafter kept confidential (and on file by the Journal's editorial office). The Editorial Office will work with the Corresponding Author to formulate a disclosure statement for publication, should the manuscript be accepted. Any potential conflicts of interest found will be reviewed by the Editorial Board with the ad hoc assistance of external reviewers and resolved prior to publication.

Defining a Conflict of Interest

A conflict of interest exists when individuals have both a financial relationship with a commercial interest and the opportunity to affect the content of an article about the product or services of that commercial interest. Nothing in this policy statement should be regarded as creating a presumption of impropriety in the existence of financial relationships.

Rather, it is the purpose of this policy to inform the peer reviewers, and subsequently the readers, of the existence of financial relationships pertinent to the article in the interest of full transparency in the peer review and publication processes.

Criteria for Disclosure of Conflicts of Interest

A commercial interest is defined as any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients (not including providers of clinical services). Relationships with governmental agencies (e.g., the NIH), do not have to be disclosed. In addition, honoraria (or fee-for-service) or consulting funds from a CME provider do not need to be disclosed. In addition to personal disclosure, you must disclose financial relationships your spouse or life partner has with applicable commercial interests.

Authors who identify contracted writers should disclose the funding source. Contracted medical writers are also required to submit Financial Disclosure Forms.

Editors and Reviewers

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Articles are expected to be deposited in PMC and also made publicly available online within six months of publication. The HHMI will reimburse authors up to \$2,000 per paper for open access publisher fees. Further information on the HHMI policy is available at <http://www.hhmi.org/about/research/policies.html>

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