



*Dedicated to the advancement of cosmetic science*

## **INFORMATION FOR JOURNAL OF COSMETIC SCIENCE AUTHORS**

The JOURNAL OF COSMETIC SCIENCE publishes papers concerned with cosmetics or the sciences underlying cosmetics, as well as other papers of interest to SCC members. In particular, the JOURNAL welcomes papers concerned with cosmetics, cosmetic products, fragrances, their formulation and their effects in skin care or in overall consumer well-being, as well as papers relating to the sciences underlying cosmetics, such as human skin physiology, color physics, physical chemistry of colloids and emulsions, or psychological effects of olfaction in humans. Papers of interest to the cosmetic industry and to the understanding of the cosmetic markets are also welcome for publication. The Editor relies on the advice of reviewers who are experts in the field in deciding whether a submission has sufficient scientific merit to warrant publication.

All papers presented before a meeting or seminar of the SOCIETY OF COSMETIC CHEMISTS, or those papers submitted directly to the Editor will be considered for publication in the JOURNAL. Papers presented before the SOCIETY OF COSMETIC CHEMISTS are the property of the SOCIETY and may not be published in or submitted to other journals. Only if the JOURNAL OF COSMETIC SCIENCE is unable to publish a presented paper, may it be published in another journal of the author's choice.

Results concerning animal (not human) physiology are outside of the scope of the JOURNAL, therefore manuscripts reporting results related to it will not be taken into consideration for publication in the JOURNAL OF COSMETIC SCIENCE.

Papers reporting on the anti-oxidant properties of botanical extracts should show that the anti-oxidant activity is due to a scavenging activity, and not to the artifactual protection of the experimental target of the pro-oxidant because of the addition of excess target for that pro-oxidant. Papers should also describe an effect of the botanical extract on some clinical endpoints (whitening, roughness, redness, etc) with human volunteers. Papers that do not meet these two criteria will not be taken into consideration for publication in the JOURNAL OF COSMETIC SCIENCE.

All published papers are eligible for the following awards:

### **ALLAN B. BLACK AWARD**

The Allan B. Black Award is presented in December to the author(s) of the Best Paper on Make-Up Technology published in the JOURNAL OF COSMETIC SCIENCE or presented at the preceding Annual Meeting.

The award consists of a scroll and honorarium to be shared among all authors if applicable. There are no Honorable Mentions for this award. The Committee can recommend that no award be given in any year. This shall in no way affect future selections or the size of the award in future years.

### **JOSEPH P. CIAUDELLI AWARD**

The Joseph P. Ciaudelli Award is presented to the Best Article appearing in the JOURNAL OF COSMETIC SCIENCE on the subject of hair care technology. The Award, however, should only be granted when, in the opinion of the Committee, there is a paper that merits the Award.

The award consists of a scroll and honorarium to be shared among all authors if applicable. There are no Honorable Mentions for this award. The Committee can recommend that no award be given in any year. This shall in no way affect future selections or the size of the award in future years.

### **DES GODDARD AWARD**

The Des Goddard Award is presented to the author(s) of the Most Innovative Paper or Student Technical Poster on the topic of Polymer Science related to Cosmetics or Personal Care presented at the preceding Annual Meeting or published in the JOURNAL OF COSMETIC SCIENCE.

The award consists of a scroll and honorarium to be shared among all authors if applicable. There are no Honorable Mentions for this award. The Committee can recommend that no award be given in any year. This shall in no way affect future selections or the size of the award in future years.

### **SUBJECT MATTER**

The JOURNAL will consider papers for publication in the following categories, provided they are prepared in proper scientific style and adequately referenced:

1. **Original Articles:** Descriptions of original research work in cosmetics or related areas.
2. **General Articles:** Articles of a general character may be considered for publication providing they are of a scientific and technical nature. These articles may be concerned with newer analytical techniques, developments in dermatology, toxicology, etc.
3. **Review Articles:** Intended to present an overview of recent advances in a specific area related to cosmetics. The author of such a review is expected to be actively engaged in the area and capable of presenting a critical evaluation of published reports of a scientific and technical nature. Solicited by special invitation from the Editor and Editorial Committee; not subject to review by the Editorial Committee.
4. **Technical Notes:** Relatively short manuscript containing new information obtained by laboratory investigations; these do not contain the depth or extent of research involved in an Original Article.
5. **Letters to the Editor:** Comments on JOURNAL articles are invited, as well as brief contributions on any aspect of cosmetic or related science that does not warrant publication of a full-length paper in one of our other categories. May include figures and/or references, but brevity is necessary.

### **SUBMISSION OF PAPERS**

**Paper Submission:** Papers should be submitted for publication online through the following link: <https://jcs.scholasticahq.com/>. Submissions should include at least 3 key words that describes the topic of your paper (to be entered during submission process), a cover letter (that states the paper's category chosen from the list above in the Subject Matter section), and an author identifying title page that states the full name and affiliation for each author. The corresponding author's details should be entered during the submission process using the link above.

Papers received by the Editor will be acknowledged and sent to reviewers. The JOURNAL OF COSMETIC SCIENCE uses a double blind review process. **Authors are responsible for removing any information from their papers that might lead a reviewer to discern their identities or affiliations.** Normally, the Editor will advise the author of acceptance, rejection, or need for revision of the paper within 8 weeks. Important: Papers and the data therein must not have been published previously. Upon acceptance, the paper becomes property of the SOCIETY OF COSMETIC CHEMISTS and may not be produced in part or as whole without written permission of the Society.

## PREPARATION OF PAPERS

Stylebooks for the JOURNAL OF COSMETIC SCIENCE are the American Medical Association's *AMA Manual of Style* and the University of Chicago Press's *A Manual of Style*. Authors whose papers include figures should follow the section below on figure preparation.

### **The responsibility for good grammar and correct sentence structure rests with the author.**

Organization should be thoughtful and not necessarily chronological. Unfamiliar or rare terms should be explained to make their meanings clear to all readers, especially those who are not well-versed in the language of the publication. Avoid all colloquialisms, jargon, and unusual abbreviations, and be as clear and brief as possible in the paper.

If you are not a native English speaker, we strongly recommend that you have your paper professionally edited before submission. Professional editing will mean that reviewers are better able to read and assess your paper. Below are some professional editing companies for your consideration\*. You are not limited to using these companies as they are just suggestions in case you do not have any other options.

- Science Journal Editors ([www.scienceje.com](http://www.scienceje.com))
- American Manuscript Editors ([www.americanmanuscripteditors.com](http://www.americanmanuscripteditors.com))
- American Journal Experts ([www.aje.com](http://www.aje.com))

\*Your interactions with the above organizations, including payment and delivery of goods or services, and any other terms, conditions, warranties or representations associated with such dealings, are solely between you and such organizations. You should make whatever investigation or reference checks you feel necessary or appropriate before proceeding with any online or offline transaction with any of these third parties. You agree that SCC shall not be responsible or liable for any loss or damage of any sort incurred as the result of any such dealings.

Major revision or retyping of papers cannot be undertaken by the Editor; these must be done by the author or his designated colleague. The suggestions that follow are intended to reduce the number of revisions and exchanges of correspondence needed prior to the publication of an article. Authors who follow these instructions closely will see their articles reviewed and published in the shortest possible time.

1. **General Format:** Papers must be submitted electronically in Microsoft Office Word. Figures should be supplied digitally as either a Word file, pdf, TIFF, jpeg, or similar format. The title page of the paper should include a suggested short title and the title and date of the meeting where it was presented, if any **Papers must include line numbers to aid reviewers in the review process.**

2. **Synopsis:** Each article should be preceded by a brief but informative synopsis of 100 to 200 words. The synopsis should state the objective of the research, the experimental approach used, the principal findings, and the major conclusions. Follow the form used by Chemical Abstracts in preparing the synopsis.

3. **Units of Measure:** The *SI (System International)* metric units are preferred, following the trend in the scientific community. Where English or cgs units must be used, they should be converted to SI and placed

following in parentheses. Abbreviations such as *m/s*, ml, rpm, and ug are used without periods. It is requested that authors avoid all unusual notations, e.g., milligram per cent (mg %) or ppm are better expressed as *mg/100g* or *mg/kg*.

**4. Abbreviations:** Any abbreviation that will not be immediately understood by a non-expert reader should be defined in parentheses following its first appearance in the text. In most cases, both clipped words and acronyms are unpunctuated. Chemical names and formulae should be unambiguously clear to the editor. Some prefixes before names of organic compounds must be italicized, e.g., *cis-*, *p-*, *tert-*, etc. Consult the list of commonly used abbreviations in the *ACS Handbook*.

**5. Trade Names:** A trade name must be followed by the sign "®." All common cosmetic ingredients should be referred to by their GENERIC names, as indicated in the latest edition of *International Cosmetic Ingredient Dictionary and Handbook (PCPC's)*, the *United States Pharmacopeia* (U.S.P.), and the National Formulary (N.F.). Manufacturer's designation may be included in parentheses. If a material is not listed, then the proprietary or trademarked name can be used, with the chemical composition and name and address of the manufacturer given in parentheses or footnote.

**6. Structural Formulae:** Structural formulae should be used only if absolutely necessary and if the chemical in question is not known to the reader. They should be numbered and referred to in the text by Arabic numerals.

**7. Tables:** Tables should be numbered consecutively, using Roman numerals. Appropriate captions should also be included.

**8. Figures:** To publish the figures in your article with the highest quality, it is important to submit digital art that conforms to the appropriate resolution, size, color mode, and file format. Doing so will help to avoid delays in publication and maximize the quality of images.

Photographs will be published in color at no additional cost to the author.

Sizing and preparation: Submit figures at their final publication size; do not scale figures.

All panels of a multipart figure should be provided in the same file. If symbols are not explained on the face of the figure, only standard print characters may be used. Include figure titles in the legend and not on the figure itself.

Labeling and Font Usage: Please use the same font for all figures in your paper, and use a standard font such as Arial, Helvetica, Times, Symbol, Mathematical Pi, and European Pi. Do not use varying letter type sizes within a single figure; use the same size or similar sizes throughout. The preferred font size is 8 points; the minimum font size is 6 points.

Resolution and Raster Images: Low-resolution images are one of the leading causes of art resubmission and schedule delays. Submitted raster (i.e. pixel-based) images must meet the minimum resolution requirements:

Monochrome (1-bit) images (line-art): Common examples are graphs and charts made of solid black and white, with no gray values. The suggested minimum resolution for this type of image is 1000 ppi at publication size.

Combination Halftones: Common examples are color or grayscale figures containing halftone and line art elements. The suggested minimum resolution for this type of image is 600 ppi at publication size.

Halftones: Common examples are color or grayscale figures containing pictures only, with no text or thin lines. The suggested minimum resolution for this type of image is 300 ppi at publication size.

Raster images should be supplied in TIF format. PDF and JPG are also acceptable.

Vector Images: Vector images are typically generated using drawing or illustration programs (e.g., Adobe Illustrator) and are composed of mathematically defined geometric shapes—lines, objects, and fills. Vector graphics are resolution independent and can be enlarged to any size without quality loss.

Vector images should be supplied in EPS format, with all fonts embedded or converted to outlines, and graph lines at least 0.25 points thick. PDF is also acceptable.

**Authors who do not comply with these guidelines will be asked to resubmit their figures in a print-quality format, which may delay publication.**

9. **References:** References should be numbered in the order in which they appear in the text and should be listed in numerical order at the end of the article under "References". Citations in the text should be on line and parenthesized, e.g., (6) or (11-13). The references to journal articles must appear in the following form:

- (a) The initials and surname of each author.
- (b) The full title of the paper (first word capitalized).
- (c) The name of the journal in italics. Use standard abbreviations as in *Chemical Abstracts*.
- (d) The volume number in bold face type.
- (e) The first and last pages of the article separated by a hyphen.
- (f) Year of publication of the article (in parentheses); the month must be included for journals that do not use continuous pagination.

The following is an example of a correctly prepared journal reference; note all spacing and punctuation:

- 1) L. E. Gaul and G. B. Underwood, Relation of dew point and barometric pressure to chapping of normal skin, *J. Invest Dermatol*, 19, 9-19 (1952).

Book references are handled similarly and should include pertinent page numbers:

- 1) S. Rothman, *Physiology and Biochemistry of the Skin* (The University of Chicago Press, Chicago, 1954), pp. 494-560.

References to books containing contributions from authors appear as follows:

- 1) S. D. Gershon, M. A. Goldberg, and M. M. Rieger, "Permanent Waving," in *Cosmetics, Science and Technology*, 2nd ed., M. S. Balsam and E. Sagarin. Eds. (Wiley Interscience, New York, 1972), Vol. 2, pp. 167-250.

10. **Claims of Priority/Primacy:** The JOURNAL OF COSMETIC SCIENCE does not allow claims of priority or primacy; therefore, terms such as "new"/"novel"/"first" should not be included in the title or body of the paper.

## AFTER SUBMISSION OF PAPERS

**Rejection of Papers Submitted:** Papers not prepared in accordance with these directions or deemed to be outside the scope of articles published in the JOURNAL will be returned to the author by the Editor.

After the paper has been reviewed by the editor and reviewers, the senior author will be sent any comments that need to be addressed. If necessary, the senior author must submit a revised paper which will be reviewed by the Editor prior to being approved for publication. If the revised paper is still not acceptable, the Editor may reject for publication.

**Page Proofs:** After an author's paper is accepted and before final publication, page proofs will be emailed to the senior author for careful review and correction. Proofs should be verified against the paper and any alterations annotated in the PDF. The Publication Committee does not accept this responsibility. Alterations in an article after it has been typeset will be made at the author's expense, and the author will be billed for such changes. Corrected page proofs must be returned within 10 days to the *Journal* office.

**Offprints and Reprints:** The senior author of each paper will automatically receive a PDF copy of the final version of their manuscript on the issue's publication date. The author will also receive 2 months complimentary access to the Journal of Cosmetic Science recent issues online.

**Charges:** There are no page charges. Any material set into type but ordered deleted from publication at the page proof stage must also be paid for by the author. These charges will be invoiced to the senior author at the time of publication.