

Manuscript preparation guidelines for authors of physica status solidi – L^AT_EX template

Editorial Office

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This manual is part of the template package for authors preparing their work for submission to pss in L^AT_EX format. It provides general information on manuscript properties in the pss journal family and some comments on the technical usage of the package's template file. There is a section on style and layout conventions, and the manual itself is formatted according to the pss layout as an example. For information on the journal scope, the editorial policy regarding scientific content and peer review, and the submission and production process please see the Author guidelines section on the journal homepages at www.pss-journals.com.



Selected covers of pss (a), (b), and (RRL) as an example for the *optional* abstract figure (with or without caption). If there is no abstract figure here, the text should be divided into both columns.

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1 General

1.1 Journal series and templates physica status solidi has four sister journals, all of which are dedicated to documenting the progress in solid state physics research, but differ with regard to their special scope and journal production process (see Table 1). pss (a), (b), (c) and (RRL) use the same template for all article types. The pss templates are available in a L^AT_EX (this) and a Microsoft Word[®] version (different download, preferred submission format).

Original Papers in pss (a) and (b) have no length limit. pss (RRL) **Rapid Research Letter** articles are **restricted to a length of 3000 words and 4 display items (tables or figures, not page-filling)**. In the manuscript template this should typically not exceed 4 journal pages. Invited **Review@RRL** contributions can have a length between 6 and 15 pages. Table 1 shows an overview of the article types. For manuscripts submitted to pss (RRL), (a) and (b) we recommend using the template to gain an accurate length estimate and control over the design, but accepted manuscripts need not have a perfect layout since they un-

dergo full typesetting with author proof corrections. **Articles for pss (c) must use the template.**

1.2 pss (c) special information Length limits of Contributed or Invited Articles in pss (c) may vary for different conferences or special projects. Articles designated for pss (c) must be prepared publication-ready in a template and according to the journal style, fully formatted and arranged fit for printing. There will be no author proof corrections. Please do not modify any pre-settings in the manuscript templates/style file such as font sizes, margins, and other formats, to avoid an incorrect layout of the publication. Manuscripts with wrong template use may have to be returned to the authors by the Guest Editors or the pss Editorial Office.

1.3 Formal manuscript requirements Manuscripts must be written in correct English (British spelling preferred, American also possible, please be consistent) and submitted as one single pdf-file (including all text and figures etc.). Authors should structure their work in sections using subheadings of their choice. Each manuscript should have the following components:

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Table 1 Overview of the pss journal series with regard to template use, journal production and submission policy.

Journals	Article formats	Submission	Length restriction	Production	Template use
pss (a) – <i>applications and materials science</i>	Original Paper	regular unsolicited submission	none, typically 8 pages	typesetting, author proof corrections	strongly recommended
	Feature Article	invited	10 to 15 pages		
pss (b) – <i>basic solid state physics</i>	Review Article	invited	10 pages minimum		
	Past & Present	invited			
	Expert Opinion	invited			
pss (c) – <i>current topics in solid state physics</i>	Contributed Article	special publication	varies for specific projects	publication-ready	mandatory
	Invited Article	projects, conferences			
pss (RRL) – <i>Rapid Research Letters</i>	Rapid Research Letter	regular unsolicited submission	3000 words, 4 display items (figures or tables, not page-filling)	typesetting, author proof corrections	strongly recommended
	ReviewRRL	invited	6 to 15 pages, up to 50 references		

- a **title** in lower case letters except for the first word and proper nouns, and preferably a suggestion for a short running title for the page header,
- the full list of **authors** (full names preferred, first and middle name initials also possible) with their affiliations (institution from smallest to largest unit, postal address including country),
- a footnote indicating the **corresponding author** including a valid e-mail address (telephone, fax, web-site optional; additional footnotes with other authors' contacts possible),
- dates of receipt, receipt of the revised version and acceptance will be added by the publisher, as will logos, copyright lines, page headers and the coloured abstract background, please do not change them,
- about four **keyword** suggestions (Articles are classified with keywords to enhance discoverability. Keywords should be comprehensive, reflect the essence and major aspects of the work, and be as precise as possible. Avoid expressions which are not generally known by the physics community, especially abbreviations.),
- an **abstract** which concisely summarizes the reported study and results (optional: eye-catching abstract figure with or without brief caption in the right column; if there is no abstract figure, the abstract text should be divided into both columns),
- an **introduction** or motivation (aiming to set your results into their scientific context, outlining the progress achieved in the present study in comparison to information already available in the literature from the authors' and other researchers' work),
- a main part with sections devoted to the theoretical or experimental methods, results and discussion,
- conclusions** revisiting the main results and derived findings (keep in mind that the scope of the abstract is different from that of the conclusions),
- optionally **acknowledgements**,

–bibliographic **references**.

Supporting information like videos, animations or other file formats to be hosted on Wiley Online Library should be mentioned in the cover letter as well as clearly referred to in the manuscript, and uploaded as supplementary files. For details and best practices for supporting information please refer to the Author guidelines section on the journal homepage.

2 Layout and style conventions The pss standard layout and styles are implemented in the class file wiley2sp.cls. Most are automatically applied by the predefined template commands which are explained in Section 3. However, this section contains a brief explicit style reference.

The title is not capitalized, but in lower case letters except for the first word and proper nouns.

Section headings come as in-line running heads in lower case letters except for proper nouns, certain abbreviations, physical quantities and the like. They should be consecutively numbered by decimal numbers as 1, 1.1, 2 etc., followed by a space and the heading text. After a further space the body text starts on the same line. Free-standing headings occur only in case of the first of two consecutive headings.

The **number format** uses a decimal point (not a comma) and scientific notation as in $2.1 \times 10^4 \Omega$, or alternatively $0.21 \text{ m}\Omega$ (no notation like $2.1\text{E-}4$, also not in figures). For symbols and units, avoid writing alpha, Ohm, deg; use Greek and special characters instead: α , Ω , $^\circ$. All physical quantities and constants should be given in *italic*, vectors in **bold italic** letters (both in the text and in equations). Please distinguish carefully between subscripts, superscripts, and special symbols. Units (e.g. V/cm, K, Pa etc.) should be written in upright letters (not in italics) with a short space to the preceding digit. Please use SI units throughout. Mathematical functions which are tabu-

lated (e.g. sin, cos, exp, e, etc.) should be given in upright letters (not in italics).

Equations may be numbered sequentially. Except for small in-line equations, they should appear on separate lines, such as

$$E = E_0 + J \left(\nu - \frac{1}{2} \sum_{\delta} e^{-ik \cdot r_{\delta}} + e^{ik \cdot r_{\delta}} \right) \quad (1)$$

In the text, equations may be referred to by writing “... in Eq. (1)”. At the beginning of a sentence, use the full form “Equation (1) shows ...”. If you wish to deviate from the **standard fonts**, please still use Times New Roman, Times, Arial, Helvetica or math-mode Greek fonts (Σ Ψ μ β ω λ) as much as possible, since other fonts may cause conversion problems. Examples for obtaining slanted and upright Greek letters can be found in the package files `w-greek.tex`. Do not change the font size or the baselinestretch or `-skip`.

Figures and tables can be one or two columns wide, have captions below, above, or to the side, and are preferably placed at the top or bottom of a page (see Section 3 and examples in `pss-demo.tex`). They are referenced in the text as “Table/Fig. 1”, or “Table/Figure 1” at the beginning of a sentence. Please limit the number of figures to maintain a reasonable relation to the amount of text.

Figures must be carefully prepared production-ready. Lettering and symbols should be no less than 1.5 mm high. Please use sufficiently thick lines and avoid small open symbols, small dots, small decimal points, hairlines, close-dotted or short-dashed lines. Draw closed axes frames in diagrams, with the axes titles (quantity or symbol followed by the unit in brackets, like “Raman shift (cm^{-1})”) parallel to the corresponding axis, outside the frame.

Captions start with the number of the figure, spell out the plotted quantities by variable and full name, and end with a full stop. Remember to label each plotted data trace separately (see for example Fig. 1). Please use only standard fonts (Arial, Times New Roman, Symbol), or include the fonts in the figure file.

Halftone figures should have 300 dpi, line drawings 600 dpi minimum resolution. The resolution of screenshots is insufficient for publication.

Colour figures will generally remain in colour in the internet pdf-version at no cost. The print version in pss (a/b/c) will be black/white unless colour figures are purchased by the authors using the colour print authorization on the Reprint Order form when returning proof corrections.

References should be numbered by order of appearance in the text, denoted in square brackets inside the sentence, such as [1], [1,2] or [1–3], and listed at the end of the manuscript, like the sample Refs. [1–7]. Please adhere to the journal’s reference scheme, which is: Author names, Journal title according to the INSPEC List of Journals abbreviations (in January 2009 our abbreviation changed from “phys. stat. sol. (x)” to “Phys. Status Solidi X”), fol-

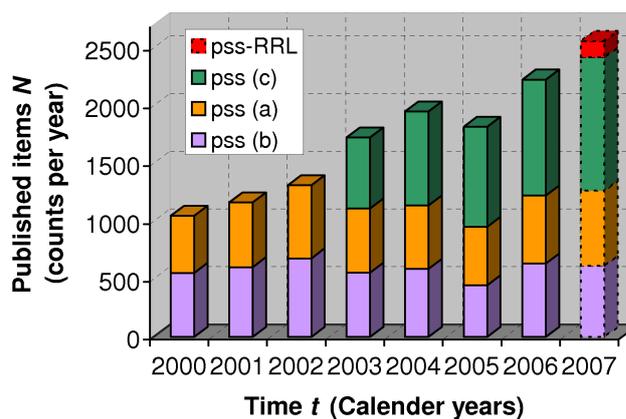


Figure 1 The plot shows the number of articles N published in pss versus time t in recent years. The colours refer to the four different journal series as indicated in the legend.

lowed by volume number in bold face, starting page, and year of publication in brackets [1,2].

Articles may be cited by digital object identifier (DOI) if they have not yet been assigned volume and page numbers [3]. In this case the journal abbreviation and year is required to enable correct citation counts in literature databases (i.e. citations of the DOI can then be correctly mapped to the article with its volume and page number reference).

For references to books see the examples [4–6]. When citing conference proceedings, please add all available data such as title, date, and place of the conference as well as publisher, place, and year of publication or, alternatively, the corresponding journal citation [7]. See Section 3.3 on how to achieve the correct formatting of your references using the pss-template’s BibTeX-style file.

3 How to use the pss L^AT_EX template To get started, copy the files `wiley2sp.cls`, `w2sp-pss.clo`, `pss.bst`, and the `.sty`-files to a place where L^AT_EX can find them (e.g. the working directory where your tex-file resides). The template uses the auxiliary L^AT_EX styles `caption.sty`, `caption3.sty`, and `subfig.sty`. Most contemporary TeX installations should contain them, but they are also included in the package, or are available from CTAN (Comprehensive TeX Archive Network) at www.ctan.org/. Take a look at the intended output in `pss-demo.pdf`. To get familiar, run the file `pss-demo.tex` through L^AT_EX (and possibly BibTeX) to create your own dvi-, ps-, or pdf-file. `pss-demo.tex` is a manuscript source file in which you can simply replace the dummy-text by your own input. For technical details regarding the components, package use and installation of the pss-latex-template see also the readme-file of the template package.

The tex-file starts with the commands

```
\documentclass[pss]{wiley2sp}
\usepackage{amsmath}
% \usepackage{bm}
% \usepackage{w-greek}
\renewcommand\arraystretch{1.2}
\begin{document}
```

and always ends with

```
\end{document}.
```

Uncomment the usepackage-commands if you need Greek-symbol functionality in math mode.

Sections and subsections are introduced by

```
\section{<Sectiontitle>}
\subsection{<Subsectiontitle>}
\subsubsection{<Subsubsectiontitle>}
\paragraph{<Paragraphtitle>}
```

and acknowledgements can be placed in between the body text and the bibliography by using

```
\begin{acknowledgement}
...
\end{acknowledgement} .
```

The **changed** environment is intended for **marking revised parts of text** in the manuscript:

```
\begin{changed}
...
\end{changed}.
```

Note that in certain circumstances there might be small side effects such as additional blanks.

3.1 Frontmatter of the document The following commands take up frontmatter information such as title, authors, affiliations and abstract, and generate the front page:

- `\title{}` for the full title of the article. Note that the title does not cover the full textwidth, the space to the right is reserved for the pss logo.
- `\titlerunning{}`: Please suggest a short title for the page headers.
- `\author{}`: Please list all authors in one instance of this environment, separated by comma, the last author by “, and”, and place footnote markers for different affiliations and for the corresponding author.
- `\authorrunning{}`: Usually the name of the first author followed by “et al.” for the page headers.
- `\mail{}`: For the corresponding author’s e-mail address and optionally phone and fax numbers or web sites.
- `\institute{}`: Takes the affiliations (addresses) of the authors, again place all in one instance of this command.
- `\received{}` and `\published{}` will be filled in by the publisher. Do not change them.

-`\keywords{}`: For your keywords as explained in Section 1.3.

-`\titlefigure[]{ }` and `\titlefigurecaption{ }` take the optional abstract figure (insert figure-file name without extension) and caption, which would be displayed in the right column of the abstract.

-`\abstract{\abstcol{<col1> }{<col2>}` takes the text for the two columns of the abstract in the respective arguments of `abstcol`. Balancing of column length is not automatic and there is always a paragraph break between them. However, if you choose to add an abstract figure and caption, the text in both `abstcol`-arguments will automatically be shifted to the left column.

-`\maketitle` creates the title page after all necessary information has been processed.

3.2 Including figures The class file uses and requires the standard `graphicx` L^AT_EX package. See the ‘LaTeX standard graphics and color packages documentation’ at CTAN for more information (<http://tug.ctan.org/tex-archive/macros/latex/required/graphics/grfguide.pdf>).

Accepted figure file formats depend on which LaTeX flavour is used. Classic LaTeX is always able to use Encapsulated Postscript (eps); PDFLaTeX cannot use this but accepts pdf-, jpg-, png-, and gif-formats.

These commands include a one-column wide graphics file in a floating figure environment:

```
\begin{figure}[t]
\includegraphics[ ]{empty2h}
\caption{ ... }
\label{figurename}
\end{figure}
```

The options `t`, `b`, and `h` place the figure at the top, bottom, or here at the site of insertion, respectively. The optional parameters `width` and `height` can specify the size of the graphics file. The label can be used to reference the figure in the text. Appending a star (*) as in `\begin{figure}` and `\end{figure}` will result in a two-column wide figure. If the graphics do not cover the entire page width and the caption should appear to the side instead of the bottom, add a line `\sidecaption` inside the figure environment.

3.3 Making bibliographies using BibTeX and pss.bst The example bibliography [1–7] at the end of this file is generated from the following code:

```
\begin{thebibliography}{[1]}
\bibitem{bib1}%
F.M. Firstauthorfamilyname,
F.M. Secondauthorfamilyname,
and C. Lastauthorfamilyname,
Abbreviatedjournalname \textbf{volume},
page (year).
\bibitem...
...
\end{thebibliography}
```

Optionally, you can generate your corresponding, fully formatted list of references using BibTeX, with the bib-style-file `pss.bst` from the template package in your L^AT_EX search path. To this end, replace the example database-file `pss-demo.bib` with your own existing one, or alternatively use it as a template for generating your new reference database. The following code in your manuscript source file enables BibTeX-functionality:

```
\bibliographystyle{pss}
\bibliography{<database-filename>}
```

You need to run your manuscript source file through BibTeX using the command

```
bibtex <filename>
```

(most T_EX frontends have a shortcut for this) and afterwards through L^AT_EX twice, in order to get the correct label numbering.

Important: Before sending your manuscript source file to the publisher, remember to replace the BibTeX commands in your manuscript file by the actual bibliography in the BibTeX-generated file `<filename>.bb1`. Please also send your database-file with your manuscript source files to enable us to re-run BibTeX if necessary.

4 Manuscript submission Before submitting your manuscript please check that it contains all essential information listed in Section 1.3 and meets the length restriction if applicable. Please upload one single pdf-file of your manuscript (with all figures embedded) to (only) one manuscript submission system at

pss (RRL) www.editorialmanager.com/pssrri-journal,
 pss (a) www.editorialmanager.com/pssa-journal,
 pss (b) www.editorialmanager.com/pssb-journal,
 or
 pss (c) mc.manuscriptcentral.com/pssc.

We will ask you to supply all the source files when the paper is accepted.

For publication in pss (c) production will be based directly on your fully formatted, publication-ready file. No page proofs will be sent. Organisation and handling of submissions to conferences and special issues may vary. Please follow the specific information given by the events organisers. Do not send your manuscript to the Editorial Office unless the organisers or Guest Editors have explicitly instructed contributors to do so. Further information is available at www.pss-c.com → Author Guidelines.

Manuscripts accepted for pss (a), pss (b), or pss (RRL) will undergo typesetting with author proof corrections. For information on the submission and evaluation process please refer to the journal homepages (www.pss-a.com, www.pss-b.com). If you have any further questions or experience technical problems, please do not hesitate to contact us at pss@wiley-vch.de.

Thank you for taking the time to read these instructions. We wish you success with the manuscript preparation and look forward to your submission to pss.

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References

- [1] F.M. Firstauthorfamilyname, F.M. Secondauthorfamilyname, and C. Lastauthorfamilyname, Abbreviatedjournalname **volume**, page (year).
- [2] F. Examplename and I. E. Anotherauthorname, Phys. Status Solidi A **1**, 111 (2050).
- [3] A. N. Earlyview, E. X. Ample, and Y. A. Author, Phys. Status Solidi A, DOI 10.1002/pssr.205001234 (2050).
- [4] A. Firstauthorname, B. Secondauthorname, and C. Thirdauthorname, Here Goes the Title of the Book (Publisher, City, year), p. 111.
- [5] A. Firsteditorname, B. Secondeditorname, and C. Thirdeditorname (eds.), Here Goes the Title of the Edited Book (Wiley-VCH, Berlin, 2050), p. 111.
- [6] D. Contributorname, in: The Title of the Book, edited by The Name of the Editors, Followed by the Title of the Series of Books (Publisher, City, year), chap. 1.
- [7] A. Lastbutnotleastname, Proceedings 1st Dummy Conference on Citation Formatting, City, Country, Part A (Publisher, City, year), pp. 1–11.