AMERICAN SOCIETY FOR MICROBIOLOGY | Infection and Immunity®

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INSTRUCTIONS TO AUTHORS

SCOPE

Infection and Immunity® (IAI) provides new insights into the interactions between bacteria, fungi, and parasites and their hosts. Specific areas of interest include host cellular and immune response to microbes, molecular mechanisms of action of beneficial microbes or host-associated microbial communities, microbial pathogenesis, virulence factors, experimental models of infection, host resistance or susceptibility, and the generation of innate and adaptive immune responses.

IAI will not consider papers that are preliminary, purely descriptive, or case studies. Clinical studies may be suitable for consideration by IAI if they provide novel insights into infectious disease pathogenesis or noncommunicable diseases associated with microbiota imbalances. IAI welcomes studies of the microbiome that relate to host-microbe interactions. Papers describing methodology are not encouraged; only under unusual circumstances will they be considered for publication.

IAI will consider manuscripts dealing with certain aspects of genomics. They should address comparative genomics of pathogenic and nonpathogenic organisms to develop new insights into the mechanisms of infection, vaccine development, evolution, host response, and host-microbiota interaction, and they should include the observations that lead to such insights. References used for the analysis may include URLs (http and ftp) from major sites (e.g., GenBank and Swiss-Prot). IAI will not consider reports that emphasize nucleotide sequence data alone (without experimental documentation of the functional and evolutionary significance of the sequence).

Studies of clinical immunology are more appropriate for *mSphere*®.

Papers describing microbial products or activities that are related to diagnosis or laboratory diagnostics should be submitted to either the *Journal of Clinical Microbiology*® or *mSphere*.

Clinical descriptions and papers concerning the microbiology of hospital environments or the epidemiology of infectious diseases should be submitted to the *Journal of Clinical Microbiology*.

Descriptions of newly recognized organisms should be submitted to the appropriate taxonomic journal.

Papers concerned with environmental ecology should be submitted to *Applied and Environmental Microbiology*®.

Papers concerned with antimicrobial agents should be submitted to *Antimicrobial Agents and Chemotherapy*®.

Papers concerned with viral infections should be submitted to the *Journal of Virology*®.

Studies that focus on establishing a novel proof of principle for nonviral microbial antigens as vaccine immunogens or that describe the construction and initial evaluation of new bacterial vectors are suitable for IAI; investigations that concern all other aspects of vaccine evaluation and design should be submitted to *mSphere*.

Papers concerned primarily with the cell biology, biochemistry, or genetics of eukaryotic pathogens should be submitted to *mSphere* or *Molecular and Cellular Biology*®.

Papers that utilize conserved microbial constituents (e.g., lipopolysaccharide and peptidoglycan) to stimulate innate immune responses, unless accompanied by experiments demonstrating relevance to the interaction between intact microbes and hosts or host cells, should be submitted to *mSphere*.

Questions about these guidelines may be directed to the editor in chief of the journal being considered.

If transfer to another ASM journal is recommended by an editor, the corresponding author will be contacted.

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See "Presentation of Nucleic Acid Sequences" for nucleic acid sequence formatting instructions.

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SUBMISSION, REVIEW, AND PUBLICATION PROCESSES

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Christian SL, McDonough J, Liu C-Y, Shaikh S, Vlamakis V, Badner JA, Chakravarti A, Gershon ES. 2002. Data from "An evaluation of the assembly of an approximately 15-Mb region on human chromosome 13q32-q33 linked to bipolar disorder and schizophrenia." GenBank https://www.ncbi.nlm.nih.gov/nuccore/AF339794 (accession no. AF339794). {*Accession number.*}

Sun Z. 2013. Reprocessed: in-depth membrane proteomic study of breast cancer tissues. ProteomeXchange http://proteomecentral.proteomexchange.org/cgi/GetDataset?ID=RPXD000665 (accession number requested). {*Unassigned accession number.*}

Hogle S. 2015. Supplemental material for Hogle et al. 2015 mBio. figshare https://doi.org/10.6084/m9.figshare.1533034.v1. Retrieved 16 March 2017. {*Code and/or software.*}

Nesbitt HK, Moore JW. 2016. Data from "Species and population diversity in Pacific salmon fisheries underpin indigenous food security." Dryad Digital Repository https://doi.org/10.5061/dryad.ng8pf. {*Data set in repository.*}

Manuscript submissions that have appeared in preprint archives should cite the preprint in References, and the fact that a paper has appeared online before should be mentioned parenthetically at the end of the introductory sec-

tion: (This article was submitted to an online preprint archive [1].) The reference should take the form noted above in reference 18.

(ii) References cited in the text. References that should be cited in the text include the following:

- Unpublished data
- Manuscripts submitted for publication
- Unpublished conference presentations (e.g., a report or poster that has not appeared in published conference proceedings)
- Personal communications
- Patent applications and patents pending
- Websites

These references should be made parenthetically in the text as follows:

. . . similar results (R. B. Layton and C. C. Weathers, unpublished data).
. . . system was used (J. L. McInerney, A. F. Holden, and P. N. Brighton, submitted for publication).
. . . as described previously (M. G. Gordon and F. L. Rattner, presented at the Fourth Symposium on Food Microbiology, Overton, IL, 13 to 15 June 1989). {*For nonpublished abstracts and posters, etc.*}
. . . this new process (V. R. Smoll, 20 June 1999, Australian Patent Office). {*For non-U.S. patent applications, give the date of publication of the application.*}
. . . as suggested by the World Health Organization (http://www.who.int/campaigns/immunizationweek/2017/en/).

URLs for companies that produce any of the products mentioned in your study or for products being sold may not be included in the article. However, company URLs that permit access to scientific data related to the study or to shareware used in the study are permitted.

(iii) Citations in abstracts. Because the abstract must be able to stand apart from the article, references cited in it should be clear without recourse to the References section. Use an abbreviated form of citation, omitting the article title, as follows.

(P. S. Satheshkumar, A. S. Weisberg, and B. Moss, J Virol 87:10700–10709, 2013, doi:10.1128/JVI.01258-13)
(J. H. Coggin, Jr., p. 93–114, *in* D. O. Fleming and D. L. Hunt, ed., *Biological Safety. Principles and Practices*, 4th ed., 2006)
". . . in a recent report by D. A. Hopwood (mBio 4:e00612-13, 2013, doi:10.1128/mBio00612-13) . . . ."

This style should also be used for Addenda in Proof.

(iv) References related to supplemental material. If references must be cited in the supplemental material, list them in a **separate** References section within the supplemental material and cite them by those numbers; do not simply include citations of numbers from the reference list of the associated article. If the same reference(s) is to be cited in both the article itself and the supplemental material, then that reference would be listed in both References sections.

Minireviews

Minireviews are brief (**limit of 6,000 words, exclusive of references**) biographical profiles, historical perspectives, or summaries of developments in fast-moving areas. They must be based on published articles; they may address any subject within the scope of IAI.

Minireviews may be either solicited or proffered by authors responding to a recognized need. Irrespective of origin, Minireviews are subject to review and should be submitted via the eJP online manuscript submission and peer review system. The cover letter should state whether the article was solicited and by whom.

Minireviews must have abstracts. Limit the abstract to 250 words or fewer. The body of the Minireview may have section headings and/or paragraph lead-ins.

Author bios. At the editor's invitation, corresponding authors of minireviews may submit a short biographical sketch and photo for each author for publication with the article. Biographical information should be submitted at the modification stage.

- The text limit is 150 words for each author and should include WHO you are (your name), WHERE you received your education, WHAT positions you have held and at WHICH institutions, WHERE you are now (your current institution), WHY you have this interest, and HOW LONG you have been in this field.
- The photo should be a black-and-white head shot of passport size. Photos will be reduced to approximately 1.125 inches wide by 1.375 inches high. Photos must meet the production criteria for regular figures and should be checked for production quality by using Rapid Inspector, provided at the following URL: http://rapidinspector.cadmus.com/RapidInspector/zmw/index.jsp.
- To submit, upload the text and photos with your modified manuscript in the eJP online manuscript submission and peer review system. Include the biographical text after the References section of your manuscript, in the same file. Upload the head shots in the submission system as a "Minireview Bio Photo"; **include the author's name or enough of it for identification in each photo's file name.**

Contact the scientific editor if you have questions about what to write. Contact the production editor if you have questions about submitting your files.

Commentaries

Commentaries are invited communications to provide perspectives on research articles in IAI. Reviews of the literature and methods and other how-to papers are not appropriate. Commentaries are subject to review.

The length may not exceed 4,000 words, and the format is like that of a Minireview (see above) except that the abstract is limited to 75 words.

Letters to the Editor

Letters to the Editor are intended only for comments on final, typeset articles published in the journal (not on accepted manuscripts posted online) and must cite published references to support the writer's argument.

Letters may be **no more than 500 words long and must be typed double-spaced.** Refer to a recently published Letter for correct formatting. Note that authors and affiliations are listed below the title.

All Letters to the Editor must be submitted electronically, and the manuscript type (Comment Letter) must be selected from the choices in the submission form. The cover letter should state the volume and issue in which the article was published, the title of the article, and the last name of the first author. In the Abstract section of the submission form, put "Not Applicable." Letters to the Editor do not have abstracts. The Letter must have a title, which must appear on the manuscript and on the submission form. Figures and tables should be kept to a minimum.

The Letter will be sent to the editor who handled the article in question. If the editor believes that publication is warranted, he/she will solicit a reply from the corresponding author of the article and make a recommendation to the editor in chief. Final approval for publication rests with the editor in chief.

Please note that some indexing/abstracting services do not include Letters to the Editor in their databases.

Errata

Errata provide a means of correcting errors that occurred during the writing, typing, editing, or publication (e.g., a misspelling, a dropped word or line, or mislabeling in a figure) of a published article. Submit Errata via the eJP online manuscript submission and peer review system (see "Submission, Review, and Publication Processes"). In the Abstract section of the submission form (a required field), put "Not Applicable." Upload the text of your Erratum as a Microsoft Word file. Please see a recent issue for correct formatting.

Author Corrections

Author Corrections provide a means of correcting errors of omission (e.g., author names or citations) and errors of a scientific nature that do not alter the overall basic results or conclusions of a published article (e.g., an incorrect unit of measurement or order of magnitude used throughout, contamination of one of numerous cultures, or misidentification of a mutant strain, causing erroneous data for only a [noncritical] portion of the study). Note that the addition of new data is not permitted.

For corrections of a scientific nature or issues involving authorship, including contributions and use or ownership of data and/or materials, all disputing parties must agree, in writing, to publication of the Correction. For omission of an author's name, letters must be signed by the authors of the article and the author whose name was omitted. The editor who handled the article will be consulted if necessary.

Submit an Author Correction via the eJP online manuscript submission and peer review system (see "Submission, Review, and Publication Processes"). Select Author Correction as the manuscript type. In the Abstract section of the submission form (a required field), put "Not Applicable." Upload the text of your Author Correction as a Microsoft Word file. Please see a recent issue for correct formatting. Signed letters of agreement must be supplied as supplemental material not for publication (scanned PDF files).

Retractions

Retractions are reserved for major errors or breaches of ethics that, for example, may call into question the source of the data or the validity of the results and conclusions of an article. Submit Retractions via the online manuscript submission and peer review system (see "Submission, Review, and Publication Processes"). In the Abstract section of the submission form (a required field), put "Not Applicable." Upload the text of your Retraction as a Microsoft Word file. Letters of agreement signed by all of the authors must be supplied as supplemental material not for publication (scanned PDF files). The Retraction will be assigned to the editor in chief of the journal, and the editor who handled the paper and the chairperson of the ASM Journals Committee will be consulted. If all parties agree to the publication and content of the Retraction, it will be sent to the Journals Department for publication.

CrossMark

ASM has implemented CrossMark. CrossMark is a multipublisher initiative to provide a standard way for readers to locate the current version of an article. Clicking on the CrossMark logo will indicate whether an article is current or whether updates have been published. Additional information about CrossMark can be found on CrossMark's website and on ASM's CrossMark policy page.

ILLUSTRATIONS AND TABLES

Illustrations

Image manipulation. Digital images submitted for publication may be inspected by ASM production specialists for any manipulations or electronic enhancements that may be considered to be the result of scientific misconduct based on the guidelines provided below. Any images/data found to contain manipulations of concern will be referred to the editor in chief, and authors may then be requested to provide their primary data for comparison with the submitted image file. Investigation of the concerns may delay publication and may result in revocation of acceptance and/or additional action by ASM.

Linear adjustments to contrast, brightness, and/or color are generally acceptable, as long as the measures taken are necessary to view elements that are already present in the data and the adjustments are applied to the entire image and

not just specific areas. Unacceptable adjustments to images include, but are not limited to, the removal or deletion, concealment, duplication (copying and pasting), addition, selective enhancement, or repositioning of elements within the image.

Nonlinear adjustments made to images, such as changes to gamma settings, should be fully disclosed in the figure legends at the time of submission. In addition, images created by compiling multiple files, including noncontiguous portions of the same image, should clearly convey that these multiple files are not a single image. This can be done by "tooling," or inserting thin lines, between the individual images.

File types and formats. Illustrations may be continuous-tone images, line drawings, or composites. Color graphics may be submitted. Suggestions about how to ensure accurate color reproduction are given below.

On initial submission, figures may be uploaded as individual PDF files or combined and uploaded as a single PDF file. Place each legend in the text file, as well as on the same page with the corresponding figure to assist review. At the modification stage, production-quality digital files must be provided. Because the legends will be copyedited and typeset for final publication, they should appear within the main text, after the References section, and should not be included as part of the figure itself at this stage. All graphics submitted with modified manuscripts must be bitmap, grayscale, or in the RGB (preferred) or CMYK color mode. See "Color illustrations." Halftone images (those with various densities or shades) must be grayscale, not bitmap. IAI accepts TIFF or EPS files but discourages PowerPoint for either black-and-white or color images.

For instructions on creating acceptable EPS and TIFF files, refer to the Cadmus digital art website, http://art.cadmus.com/da/index.jsp. PowerPoint requires users to pay close attention to the fonts used in their images (see the section on fonts below). If instructions for fonts are not followed exactly, images prepared for publication are subject to missing characters, improperly converted characters, or shifting/obscuring of elements or text in the figure. For proper font use in PowerPoint images, refer to the Cadmus digital art website, http://art.cadmus.com/da/instructions/ppt_disclaimer.jsp. Note that, due to page composition system requirements, you must verify that your PowerPoint files can be converted to PDF without any errors.

We strongly recommend that before returning their modified manuscripts, authors check the acceptability of their digital images for production by running their files through Rapid Inspector, a tool provided at the following URL: http://rapidinspector.cadmus.com/RapidInspector/zmw/index.jsp. Rapid Inspector is an easy-to-use, Web-based application that identifies file characteristics that may render the image unusable for production. Please note when using Rapid Inspector to check PowerPoint files that there is a known bug in the application that can occasionally fail PowerPoint Presentation (.pptx) files, even though the files meet all required production criteria. If you experience this bug, the issue can be corrected by saving the PowerPoint files as an older version, PowerPoint 97-2004 Presentation (.ppt), during the Save As process (use the drop-down format menu and select this format). Once you save your files as .ppt, they will pass Rapid Inspector if all required production criteria have been met.

If you have additional questions about using the Rapid Inspector preflighting tool, please send an e-mail inquiry to helpdesk.digitalartsupport@cenveo.com.

Minimum resolution. It is extremely important that a high enough file resolution is used. All separate images that you import into a figure file must be at the correct resolution before they are placed. (For instance, placing a 72-dpi image in a 300-dpi EPS file will not result in the placed image meeting the minimum requirements for file resolution.) Note, however, that the higher the resolution, the larger the file and the longer the upload time. Publication quality will not be improved by using a resolution higher than the minimum. Minimum resolutions are as follows:

- 300 dpi for grayscale and color
- 600 dpi for combination art (lettering and images)
- 1,200 dpi for line art

Size. All graphics **should be submitted at their intended publication size**; that is, the image uploaded should be 100% of its print dimensions so that no reduction or enlargement is necessary. Resolution must be at the required level at the submitted size. Include only the significant portion of an illustration. White space must be cropped from the image, and excess space between panel labels and the image must be eliminated.

- Maximum figure width: 6.875 inches (ca. 17.4 cm)
- Maximum figure height: 9.0625 inches (23.0 cm)

Contrast. Illustrations must contain sufficient contrast to withstand the inevitable loss of contrast and detail inherent in the printing process.

Labeling and assembly. All final lettering and labeling must be incorporated into the figures. On initial submission, illustrations should be provided as PDF files, with the legends in the text file and with a legend beneath each image to assist review. At the modification stage, production-quality digital figure files (without legends) must be provided. Put the figure number well outside the boundaries of the image itself. (Numbering may need to be changed at the copyediting stage.) Each figure must be uploaded as a separate file, and any multipanel figures must be assembled into one file; i.e., rather than uploading a separate file for each panel in a figure, assemble all panels in one piece and supply them as one file.

Fonts. To avoid font problems, set all type in one of the following fonts: Arial, Helvetica, Times Roman, European PI, Mathematical PI, or Symbol. Courier may be used but should be limited to nucleotide or amino acid sequences in which a nonproportional (monospace) font is required. All fonts other than these must be converted to paths (or outlines) in the application with which they were created.

Color illustrations. All figures submitted in color will be

processed as color. Adherence to the following guidelines will help to ensure color reproduction that is as accurate as possible.

The final online version is considered the version of record for IAI and all other ASM journals. To maximize online reproduction, color illustrations should be supplied in the RGB color mode as either (i) RGB TIFF images with a resolution of at least 300 pixels per inch (raster files, consisting of pixels) or (ii) Illustrator-compatible EPS files with RGB color elements (vector files, consisting of lines, fonts, fills, and images). CMYK files are also accepted. Other than in color space, CMYK files must meet the same production criteria as RGB files. The RGB color space is the native color space of computer monitors and of most of the equipment and software used to capture scientific data, and it can display a wider range of colors (especially bright fluorescent hues) than the CMYK (cyan, magenta, yellow, black) color space used by print devices that put ink (or toner) on paper. For reprints, ASM's print provider will automatically create CMYK versions of color illustrations from the supplied RGB versions. Color in the reprints may not match that in the online journal of record because of the smaller range of colors capable of being reproduced by CMYK inks on a printing press. For additional information on RGB versus CMYK color, refer to the Cadmus digital art site, http://art.cadmus.com/da/guidelines_rgb.jsp.

Drawings. Submit graphs, charts, complicated chemical or mathematical formulas, diagrams, and other drawings as finished products not requiring additional artwork or typesetting. All elements, including letters, numbers, and symbols, must be easily readable, and both axes of a graph must be labeled.

When creating line art, please use the following guidelines:

(i) **All art must be submitted at its intended publication size.** For acceptable dimensions, see "Size," above.

(ii) **Avoid using screens (i.e., shading) in line art.** It can be difficult and time-consuming to reproduce these images without moiré patterns. Various pattern backgrounds are preferable to screens as long as the patterns are not imported from another application. If you must use images containing screens,

(a) Generate the image at line screens of 85 lines per inch or less.

(b) When applying multiple shades of gray, differentiate the gray levels by at least 20%.

(c) Never use levels of gray below 5% or above 95% as they are likely to fade out or become totally black when output.

(iii) Use thick, solid lines that are no finer than 1 point in thickness.

(iv) Use type that is no smaller than 6 points at the final publication size.

(v) Avoid layering type directly over shaded or textured areas.

(vi) Avoid the use of reversed type (white lettering on a black background).

(vii) Avoid heavy letters, which tend to close up, and unusual symbols, which the printer may not be able to reproduce in the legend.

(viii) If colors are used, avoid using similar shades of the same color and avoid very light colors.

In figure ordinate and abscissa scales (as well as in table column headings), avoid the ambiguous use of numbers with exponents. Usually, it is preferable to use the Système International d'Unités (SI) symbols (μ for 10^{-6}, m for 10^{-3}, k for 10^{3}, and M for 10^{6}, etc.). Thus, a representation of 20,000 cpm on a figure ordinate should be made by the number 20 accompanied by the label kcpm. A complete listing of SI symbols can be found in the International Union of Pure and Applied Chemistry (IUPAC) publication *Quantities, Units and Symbols in Physical Chemistry*, 3rd ed. (RSC Publishing, Cambridge, United Kingdom, 2007), and at https://www.nist.gov/physical-measurement-laboratory/special-publication-811/.

When powers of 10 must be used, the journal requires that the exponent power be associated with the number shown. In representing 20,000 cells per ml, the numeral on the ordinate should be "2" and the label should be "10^{4} cells per ml" (not "cells per ml $\times$ 10^{-4}"). Likewise, an enzyme activity of 0.06 U/ml might be shown as 6 accompanied by the label 10^{-2} U/ml. The preferred designation is 60 mU/ml (milliunits per milliliter).

Presentation of Nucleic Acid Sequences

Long nucleic acid sequences must be presented as figures in the following format to conserve space. Print the sequence in lines of approximately 100 to 120 nucleotides in a nonproportional (monospace) font that is easily legible when published with a line length of 6 inches (ca. 15.2 cm). If possible, lines of nucleic acid sequence should be further subdivided into blocks of 10 or 20 nucleotides by spaces within the sequence or by marks above it. Uppercase and lowercase letters may be used to designate the exon-intron structure or transcribed regions, etc., if the lowercase letters remain legible at a 6-inch (ca. 15.2-cm) line length. Number the sequence line by line; place numerals representing the first base of each line to the left of the lines. Minimize spacing between lines of sequence, leaving room only for annotation of the sequence. Annotation may include boldface, underlining, brackets, and boxes, etc. Encoded amino acid sequences may be presented, if necessary, immediately above or below the first nucleotide of each codon, by using the single-letter amino acid symbols. Comparisons of multiple nucleic acid sequences should conform as nearly as possible to the same format.

Figure Legends

On initial submission, each legend should be placed in the text file *and* be incorporated into the image file beneath the figure to assist review.

Legends should provide enough information so that the fig-

ure is understandable without frequent reference to the text. However, detailed experimental methods must be described in the Materials and Methods section, not in a figure legend. A method that is unique to one of several experiments may be reported in a legend only if the discussion is very brief (one or two sentences). Define all symbols used in the figure and define all abbreviations that are not used in the text.

Tables

Tables that contain artwork, chemical structures, or complex shading must be submitted as illustrations in an acceptable format at the modification stage. The preferred format for regular tables is Microsoft Word; however, WordPerfect and Acrobat PDF are also acceptable. Note that a straight Excel file is not currently an acceptable format. Excel files must be either embedded in a Word or WordPerfect document or converted to PDF before being uploaded.

Tables should be formatted as follows. Arrange the data so that **columns of like material read down, not across.** The headings should be sufficiently clear so that the meaning of the data is understandable without reference to the text. See the "Abbreviations" section of these Instructions for those that should be used in tables. Explanatory footnotes are acceptable, but more-extensive table "legends" are not. Footnotes should not include detailed descriptions of the experiment. Tables must include enough information to warrant table format; those with fewer than six pieces of data will be incorporated into the text by the copy editor. Table 1 is an example of a well-constructed table.

TABLE 1 Distribution of protein and ATPase in fractions of dialyzed membranes[a]

Membrane	Fraction	ATPase	
		U/mg of protein	Total U
Control	Depleted membrane	0.036	2.3
	Concentrated supernatant	0.134	4.82
E1 treated	Depleted membrane	0.034	1.98
	Concentrated supernatant	0.11	4.6

[a] Specific activities of ATPase of nondepleted membranes from control and treated bacteria were 0.21 and 0.20, respectively.

Cover Photographs and Drawings

IAI publishes photographs and drawings on the front cover. Invitations to submit an illustration for consideration as cover art are issued to authors whose manuscripts are returned for modification or whose manuscripts have been accepted for publication in IAI; material should be related to the work presented in the manuscript. A short description of the cover material will be included at the end of the table of contents. No material submitted for consideration will be returned to the author. Authors will be notified if their cover art is selected. Copyright for the chosen material must be transferred to ASM. Submissions must include both a disk prepared in CMYK format and two, high-resolution glossy prints of the specified size. Technical specifications and comments on potential illustrations can be obtained from either of the cover editors, John H. Adams (usfmalaria@gmail.com) or Helene L. Andrews-Polymenis (HAndrews@medicine.tamhsc.edu).

NOMENCLATURE

Chemical and Biochemical Nomenclature

The recognized authority for the names of chemical compounds is *Chemical Abstracts* (CAS; http://www.cas.org/) and its indexes. *The Merck Index Online* (https://www.rsc.org/merck-index) is also an excellent source. For biochemical terminology, including abbreviations and symbols, consult *Biochemical Nomenclature and Related Documents* (Portland Press, London, United Kingdom, 1992), available at http://www.sbcs.qmul.ac.uk/iupac/bibliog/white.html, and the Instructions to Authors of the *Journal of Biological Chemistry* and the *Archives of Biochemistry and Biophysics*.

Do not express molecular weight in daltons; molecular weight is a unitless ratio. Molecular mass is expressed in daltons.

For enzymes, use the recommended (trivial) name assigned by the Nomenclature Committee of the International Union of Biochemistry (IUB) as described in *Enzyme Nomenclature* (Academic Press, Inc., New York, NY, 1992) and its supplements and at http://www.sbcs.qmul.ac.uk/iubmb/enzyme/. If a nonrecommended name is used, place the proper (trivial) name in parentheses at first use in the abstract and text. Use the EC number when one has been assigned. Authors of papers describing enzymological studies should review the standards of the STRENDA Commission for information required for adequate description of experimental conditions and for reporting enzyme activity data (http://www.beilstein-institut.de/en/projects/strenda/guidelines).

Amino Acid Sequences

Single-letter designations, rather than three-letter designations, should be used for sequences of amino acids.

Drugs

Chemical or generic names of drugs should be used; the use of code numbers or trade names is generally not permitted.

Nomenclature of Microorganisms

Binary names, consisting of a generic name and a specific epithet (e.g., *Escherichia coli*), should be used for all microorganisms. Names of categories at or above the genus level may be used alone, but specific and subspecific epithets may not. A specific epithet must be preceded by a generic name, written out in full the first time it is used in a paper. Thereafter, the generic name should be abbreviated to the initial capital letter (e.g., *E. coli*), provided there can be no confusion with other genera used in the paper. Names of all bacterial taxa (kingdoms, phyla, classes, orders, families, genera, species, and subspecies) are printed in italics and should be italicized in the manuscript; strain designations and numbers are not. Vernacular (common) names should be in lowercase roman type (e.g., streptococcus, brucella). For *Salmonella*, genus, species,

and subspecies names should be rendered in standard form: *Salmonella enterica* at first use, *S. enterica* thereafter; *Salmonella enterica* subsp. *arizonae* at first use, *S. enterica* subsp. *arizonae* thereafter. Names of serovars should be in roman type with the first letter capitalized: *Salmonella enterica* serovar Typhimurium. After the first use, the serovar may also be given without a species name: *Salmonella* Typhimurium, *S.* Typhimurium, or *Salmonella* serovar Typhimurium. For other information regarding serovar designations, see *Antigenic Formulae of the Salmonella Serovars*, 9th ed. (P. A. D. Grimont and F.-X. Weill, WHO Collaborating Centre for Reference and Research on *Salmonella*, Institut Pasteur, Paris, France, 2007; see http://www.scacm.org/free/Antigenic%20Formulae%20of%20the%20Salmonella%20Serovars%202007%209th%20edition.pdf). For a summary of the current standards for *Salmonella* nomenclature and the Kaufmann-White criteria, see the article by Brenner et al. (J Clin Microbiol 38:2465–2467, 2000), the opinion of the Judicial Commission of the International Committee on Systematics of Prokaryotes (Int J Syst Evol Microbiol 55: 519–520, 2005), and the article by Tindall et al. (Int J Syst Evol Microbiol 55:521–524, 2005).

The spelling of bacterial names should follow the *Approved Lists of Bacterial Names (Amended) & Index of the Bacterial and Yeast Nomenclatural Changes* (V. B. D. Skerman et al., ed., American Society for Microbiology, Washington, DC, 1989) and the validation lists and notification lists published in the *International Journal of Systematic and Evolutionary Microbiology* (formerly the *International Journal of Systematic Bacteriology*) since January 1989. In addition, two sites on the World Wide Web list current approved bacterial names: Prokaryotic Nomenclature Up-to-Date (https://www.dsmz.de/bacterial-diversity/prokaryotic-nomenclature-up-to-date.html) and List of Prokaryotic Names with Standing in Nomenclature (http://www.bacterio.net/). If there is reason to use a name that does not have standing in nomenclature, the name should be enclosed in quotation marks in the title and at its first use in the abstract and the text and an appropriate statement concerning the nomenclatural status of the name should be made in the text. "*Candidatus*" species should always be set in quotation marks.

It is recommended that a strain be deposited in at least two recognized culture collections in different countries when that strain is necessary for the description of a new taxon (Int J Syst Evol Microbiol 50:2239–2244, 2000).

Since the classification of fungi is not complete, it is the responsibility of the author to determine the accepted binomial for a given organism. Sources for these names include *The Yeasts: a Taxonomic Study*, 5th ed. (C. P. Kurtzman, J. W. Fell, and T. Boekhout, ed., Elsevier Science, Amsterdam, Netherlands, 2011), and *Dictionary of the Fungi,* 10th ed. (P. M. Kirk, P. F. Cannon, D. W. Minter, and J. A. Stalpers, ed., CABI International, Wallingford, Oxfordshire, United Kingdom, 2008); see also http://www.speciesfungorum.org/Names/Fundic.asp.

Microorganisms, viruses, and plasmids should be given designations consisting of letters and serial numbers. It is generally advisable to include a worker's initials or a descriptive symbol of locale or laboratory, etc., in the designation. Each new strain, mutant, isolate, or derivative should be given a new (serial) designation. This designation should be distinct from those of the genotype and phenotype, and genotypic and phenotypic symbols should not be included.

Genetic Nomenclature

To facilitate accurate communication, **it is important that standard genetic nomenclature be used whenever possible and that deviations or proposals for new naming systems be endorsed by an appropriate authoritative body.** Review and/or publication of submitted manuscripts that contain new or nonstandard nomenclature may be delayed by the editor or the Journals Department so that they may be reviewed.

Mice. For mouse strain and genetic nomenclature, ASM encourages authors to refer to the guidelines set forth by the International Committee on Standardized Genetic Nomenclature for Mice, available on the Mouse Genome Informatics home page at http://www.informatics.jax.org/ and in *Genetic Variants and Strains of the Laboratory Mouse*, 3rd ed. (M. F. Lyon et al., ed., Oxford University Press, Oxford, England, 1996).

Bacteria. The genetic properties of bacteria are described in terms of phenotypes and genotypes. The phenotype describes the observable properties of an organism. The genotype refers to the genetic constitution of an organism, usually in reference to some standard wild type. Use the recommendations of Demerec et al. (Genetics 54:61–76, 1966) as a guide to the use of these terms. If your manuscript contains information including genetic nomenclature, please refer to the Instructions to Authors of the *Journal of Bacteriology*.

Conventions for naming genes. It is recommended that (entirely) new genes be given names that are mnemonics of their function, avoiding names that are already assigned and earlier or alternative gene names, irrespective of the bacterium for which such assignments have been made. Similarly, it is recommended that, whenever possible, orthologous genes present in different organisms receive the same name. When homology is not apparent or the function of a new gene has not been established, a provisional name may be given by one of the following methods. (i) The gene may be named on the basis of its map location in the style *yaaA*, analogous to the style used for recording transposon insertions (*zef*) as discussed below. A list of such names in use for *E. coli* has been published by Rudd (Microbiol Mol Biol Rev 62:985–1019, 1998). (ii) A provisional name may be given in the style described by Demerec et al. (e.g., *usg*, gene upstream of *folC*). Such names should be unique, and names such as *orf* or *genX* should not be used. For reference, the Coli Genetic Stock Center's database includes an updated listing of *E. coli* gene names and gene products. It is accessible on the Internet (http://cgsc2.biology.yale.edu/index.php). A list can also be found in the work of Riley (Microbiol Rev 57:862–952, 1993). For the genes of other bacteria, consult the references given above. For prokaryotes, gene names should not begin with prefixes indicating the genus and species from which the gene is derived. However, subscripts may be used where necessary to distinguish between genes from different organisms or strains. For eukaryotes, such prefixes may

be used for clarity when discussing genes with the same name from two different organisms (e.g., Sc*URA3* versus Ca*URA3*); the prefixes are not considered part of the gene name proper and are not italicized.

Locus tags. Locus tags are systematic, unique identifiers that are assigned to each gene in GenBank. All genes mentioned in a manuscript should be traceable to their sequences by the reader, and locus tags may be used for this purpose in manuscripts to identify uncharacterized genes. Authors should check GenBank to make sure that they are using the correct, up-to-date format for locus tags (e.g., uppercase versus lowercase letters and the presence or absence of an underscore, etc.). Locus tag formats vary between different organisms and also may be updated for a given organism, so it is important to check GenBank at the time of manuscript preparation.

"Mutant" versus "mutation." Keep in mind the distinction between a *mutation* (an alteration of the primary sequence of the genetic material) and a *mutant* (a strain carrying one or more mutations). One may speak about the mapping of a mutation, but one cannot map a mutant. Likewise, a mutant has no genetic locus, only a phenotype.

"Homology" versus "similarity." For use of terms that describe relationships between genes, consult the articles by Theissen (Nature 415:741, 2002) and Fitch (Trends Genet 16: 227–231, 2000). "Homology" implies a relationship between genes that have a common evolutionary origin; partial homology is not recognized. When sequence comparisons are discussed, it is more appropriate to use the term "percent sequence similarity" or "percent sequence identity," as appropriate.

Eukaryotes. FlyBase (http://flybase.org/) is the genetic nomenclature authority for *Drosophila melanogaster*. WormBase (http://www.wormbase.org/#01-23-6) is the genetic nomenclature authority for *Caenorhabditis elegans*. When naming genes for *Aspergillus* species, the nomenclature guidelines posted at http://www.aspergillusgenome.org/Nomenclature.shtml should be followed, and the *Aspergillus* Genome Database (http://www.aspgd.org/) should be searched to ensure that any new name is not already in use. The *Saccharomyces* Genome Database (https://www.yeastgenome.org/) and the *Candida* Genome Database (http://www.candidagenome.org/) are authorities for *Saccharomyces cerevisiae* and *Candida albicans* genetic nomenclature, respectively. For information about the genetic nomenclature of other eukaryotes, see the Instructions to Authors for *Molecular and Cellular Biology*.

Transposable elements, plasmids, and restriction enzymes. Nomenclature of transposable elements (insertion sequences, transposons, and phage Mu, etc.) should follow the recommendations of Campbell et al. (Gene 5:197–206, 1979), with the modifications given in the Instructions to Authors of the *Journal of Bacteriology*. The Internet site where insertion sequences of eubacteria and archaea are described and new sequences can be recorded is https://www-is.biotoul.fr.

The system of designating transposon insertions at sites where there are no known loci, e.g., *zef-123*::Tn*5*, has been described by Chumley et al. (Genetics 91:639–655, 1979). Whenever possible, use the nomenclature recommendations of Novick et al. (Bacteriol Rev 40:168–189, 1976) for plasmids and plasmid-specified activities, of Low (Bacteriol Rev 36:587–607, 1972) for F′ factors, and of Roberts et al. (Nucleic Acids Res 31:1805–1812, 2003) for restriction enzymes, DNA methyltransferases, homing nucleases, and their genes. The nomenclature for recombinant DNA molecules constructed *in vitro* follows the nomenclature for insertions in general. DNA inserted into recombinant DNA molecules should be described by using the gene symbols and conventions for the organism from which the DNA was obtained.

Tetracycline resistance determinants. The nomenclature for tetracycline resistance determinants is based on the proposal of Levy et al. (Antimicrob Agents Chemother 43:1523–1524, 1999). The style for such determinants is, e.g., Tet B; the space helps distinguish the determinant designation from that for phenotypes and proteins (TetB). Table 2 of the above-referenced article shows the correct format for genes, proteins, and determinants in this family.

ABBREVIATIONS AND CONVENTIONS

Verb Tense

ASM strongly recommends that for clarity you use the **past** tense to narrate particular events in the past, including the procedures, observations, and data of the study that you are reporting. Use the present tense for your own general conclusions, the conclusions of previous researchers, and generally accepted facts. Thus, most of the abstract, Materials and Methods, and Results will be in the past tense, and most of the introduction and some of the Discussion will be in the present tense.

Be aware that it may be necessary to vary the tense in a single sentence. For example, it is correct to say "White (30) demonstrat*ed* that XYZ cells *grow* at pH 6.8," "Figure 2 show*s* that ABC cells fail*ed* to grow at room temperature," and "Air *was* removed from the chamber and the mice *died*, which *proves* that mice *require* air." In reporting statistics and calculations, it is correct to say "The values for the ABC cells *are* statistically significant, indicating that the drug inhibit*ed* . . . ."

For an in-depth discussion of tense in scientific writing, see *How To Write and Publish a Scientific Paper*, 7th ed.

Abbreviations

General. Abbreviations should be used as an aid to the reader, rather than as a convenience to the author, and therefore their **use should be limited.** Abbreviations other than those recommended by the IUPAC-IUB (*Biochemical Nomenclature and Related Documents*, 1992) should be used only when a case can be made for necessity, such as in tables and figures.

It is often possible to use pronouns or to paraphrase a long word after its first use (e.g., "the drug" or "the substrate").

Standard chemical symbols and trivial names or their symbols (folate, Ala, and Leu, etc.) may also be used.

Define each abbreviation and introduce it in parentheses the first time it is used; e.g., "cultures were grown in Eagle minimal essential medium (MEM)." Generally, eliminate abbreviations that are not used at least three times in the text (including tables and figure legends).

Not requiring introduction. In addition to abbreviations for Système International d'Unités (SI) units of measurement, other common units (e.g., bp, kb, and Da), and chemical symbols for the elements, the following should be used without definition in the title, abstract, text, figure legends, and tables:

DNA (deoxyribonucleic acid)
cDNA (complementary DNA)
RNA (ribonucleic acid)
cRNA (complementary RNA)
RNase (ribonuclease)
DNase (deoxyribonuclease)
rRNA (ribosomal RNA)
mRNA (messenger RNA)
tRNA (transfer RNA)
AMP, ADP, ATP, dAMP, ddATP, and GTP, etc. (for the respective 5′ phosphates of adenosine and other nucleosides) (add 2′-, 3′-, or 5′- when needed for contrast)
ATPase and dGTPase, etc. (adenosine triphosphatase and deoxyguanosine triphosphatase, etc.)
NAD (nicotinamide adenine dinucleotide)
NAD^+ (nicotinamide adenine dinucleotide, oxidized)
NADH (nicotinamide adenine dinucleotide, reduced)
NADP (nicotinamide adenine dinucleotide phosphate)
NADPH (nicotinamide adenine dinucleotide phosphate, reduced)
$NADP^+$ (nicotinamide adenine dinucleotide phosphate, oxidized)
poly(A) and poly(dT), etc. (polyadenylic acid and polydeoxythymidylic acid, etc.)
oligo(dT), etc. (oligodeoxythymidylic acid, etc.)
UV (ultraviolet)
PFU (plaque-forming units)
CFU (colony-forming units)
MIC (minimal inhibitory concentration)
Tris (tris[hydroxymethyl] aminomethane)
DEAE (diethylaminoethyl)
EDTA (ethylenediaminetetraacetic acid)
EGTA (ethylene glycol-bis[β-aminoethyl ether]-*N*,*N*,*N*′,*N*′-tetraacetic acid)
HEPES (*N*-2-hydroxyethylpiperazine-*N*′-2-ethanesulfonic acid)
PCR (polymerase chain reaction)
AIDS (acquired immunodeficiency syndrome)

Abbreviations for cell lines (e.g., HeLa) also need not be defined.

The following abbreviations should be used without definition in tables:

amt (amount)
approx (approximately)
avg (average)
concn (concentration)
diam (diameter)
expt (experiment)
exptl (experimental)
ht (height)
mo (month)
mol wt (molecular weight)
no. (number)
prepn (preparation)
SD (standard deviation)
SE (standard error)
SEM (standard error of the mean)
sp act (specific activity)
sp gr (specific gravity)
temp (temperature)
vol (volume)
vs (versus)
wk (week)
wt (weight)
yr (year)

Reporting Numerical Data

Standard metric units are used for reporting length, weight, and volume. For these units and for molarity, use the prefixes m, μ, n, and p for 10^{-3}, 10^{-6}, 10^{-9}, and 10^{-12}, respectively. Likewise, use the prefix k for 10^3. Avoid compound prefixes such as mμ or $\mu\mu$. Use μg/ml or μg/g in place of the ambiguous ppm. Units of temperature are presented as follows: 37°C or 324 K.

When fractions are used to express units such as enzymatic activities, it is preferable to use whole units, such as "g" or "min," in the denominator instead of fractional or multiple units, such as μg or 10 min. For example, "pmol/min" is preferable to "nmol/10 min," and "μmol/g" is preferable to "nmol/μg." It is also preferable that an unambiguous form, such as exponential notation, be used; for example, "μmol g^{-1} min^{-1}" is preferable to "μmol/g/min." Always report numerical data in the applicable SI units.

Representation of data as accurate to more than two significant figures must be justified by presentation of appropriate statistical analyses.

For a review of some common errors associated with statistical analyses and reports, plus guidelines on how to avoid them, see the articles by Olsen (Infect Immun 71:6689–6692, 2003; Infect Immun 82:916–920, 2014).

Statistics

Statistical analysis of data is a crucial component of scientific publication. Authors who are unsure of proper statistical analysis should have their manuscripts checked by a qualified statistician.

The following is a list of important items that must be considered before manuscript submission. Deficiencies in any of these areas may delay review and/or publication.

(i) Statistical analyses should be performed on all quantitative data regardless of how significant the differences look in the tables or figures.

(ii) Data should be appropriately analyzed as parametric (normally distributed) or nonparametric data.

(iii) Parametric and nonparametric data should be presented appropriately. Means and standard deviations or standard errors are appropriate ways of presenting data analyzed by parametric analyses (i.e., *t* test and analysis of variance [ANOVA]), but only medians and surrounding levels (quartiles, quintiles, and 10th and 90th percentiles, etc.) are appropriate for nonparametric statistics (Mann-Whitney test and Kruskal-Wallis test, etc.). Means have no meaning in nonparametric analyses.

(iv) For any data in which there are more than two comparisons (i.e., between one control and more than one experimental group), an analysis must be done for multigroup comparisons. Such an analysis would usually be an ANOVA for parametric data or a Kruskal-Wallis test for nonparametric data. *t* tests cannot be used when more than two groups are being compared (except as indicated below). Failure to use multigroup tests generates type 1 errors: concluding that two data sets within the overall data set being compared are different when in fact they are not. Exception: some statisticians argue that two-group comparisons can be used on multigroup data if the expected outcomes are appropriately anticipated before the experiment. For example, data generated by individually testing two

unrelated factors for their effects on a target with only a single, untreated target as a control could be appropriately analyzed by *t* tests instead of ANOVA.

(v) For all appropriate multigroup comparisons, two *P* values must be generated and provided in the manuscript. The main *P* value applies to the overall data set and indicates that within that data set at least two groups differ from each other. The overall *P* value does not indicate which two groups are different. The main *P* value and the overall *P* value should be computed by using a *post hoc* test. For ANOVA, these *post hoc* tests are usually Dunnett's test (used to compare multiple experimental groups to a single control), the Fisher protected least significant difference (PLSD) test, the Tukey-Kramer test, and the Games-Howell test. Others may be used. Note that each *post hoc* test has certain underlying assumptions that may not be applicable to the data under analysis. For a Kruskal-Wallis nonparametric ANOVA, the Dunn procedure is appropriate to generate *P* values for two-group comparisons.

(vi) Data presented as endpoints (i.e., LD_{50} and ID_{50}, etc.) contain both the calculated value and a confidence interval with a statistical significance associated with it (95%, 99%, or similar confidence interval), calculated by logit or probit analysis. Simple LD_{50} values, such as Reed-Muench calculations, may not be used alone.

(vii) When samples are taken multiple times from one experimental entity (i.e., multiple serum samples from one ani-mal, gross pathology scores measured for the same animal over time, and growth curves, etc.), one cannot use analyses such as *t* tests, ANOVA, and the Mann-Whitney test, etc., because these tests assume that each measure is independent. An entity with a high score on day 1 is more likely to have a high score on day 2 than is an entity with a low score. It is likely that some expert statistical help will be needed for these situations, usually involving regression analysis or survival analysis, etc.

(viii) Statistical significance and biological significance are not the same. There is nothing magical about a *P* value of 0.05. When results from large sample sizes are compared, a *P* value of <0.05 will often be obtained, as *P* value is a function of both sample size and effect size. If sample sizes are large, then more-rigorous (i.e., smaller) *P* values may be desirable. If sample sizes are small, *P* values of >0.05 may still be important. There should be both statistical and biological significance to the results and conclusions in the manuscript.

For a review of some common errors associated with statistical analyses and reports, plus guidelines on how to avoid them, see the articles by Olsen (Infect Immun 71:6689–6692, 2003; Infect Immun 82:916–920, 2014).

Isotopically Labeled Compounds

For simple molecules, labeling is indicated in the chemical formula (e.g., $^{14}CO_2$, $^{3}H_2O$, and $H_2{}^{35}SO_4$). Brackets are not used when the isotopic symbol is attached to the name of a compound that in its natural state does not contain the element (e.g., ^{32}S-ATP) or to a word which is not a specific chemical name (e.g., ^{131}I-labeled protein, ^{14}C-amino acids, and ^{3}H-ligands).

For specific chemicals, the symbol for the isotope is placed in square brackets directly preceding the part of the name that describes the labeled entity. Note that configuration symbols and modifiers precede the isotopic symbol. The following examples illustrate correct usage:

[^{14}C]urea	UDP-[U-^{14}C]glucose
L-[*methyl*-^{14}C]methionine	*E. coli* [^{32}P]DNA
[2,3-^{3}H]serine	fructose 1,6-[1-^{32}P]bisphosphate
[α-^{14}C]lysine	[γ-^{32}P]ATP