

Notes for Contributors

1. There is no charge for inclusion in the finished book. An auxiliary optional service is available for any authors desiring Open Access which involves a publication fee. Open Access makes the chapter visible free of charge to anyone in the world with internet access. There are no page charges for black and white submissions. Chapters containing color are billed at the current color rate.

2. A free copy of the e-book version of the book is sent to the first-listed contributor of each chapter when the book becomes available. If your final chapter is over fifty (50) printed book pages, we will provide the first-listed contributor with a complimentary printed copy of the book as well as the eBook in appreciation of your valuable contribution. International shipping charges will apply. Additionally, Nova offers a special 30% discount on all prepublication orders to book authors and editors, and chapter contributors. You are also welcome to extend this special prepublication discount on our behalf to your esteemed and recommended colleagues and peers. Libraries, institutions and organizations can apply a special 20% discount on all prepublication orders.

3. The scientific community is the intended audience.

4. Contributors are encouraged to submit chapters ranging from 5,000 to 35,000 words. Contributors are also invited to optionally submit an Expert Commentary of 2,000-4,000 words on innovative ideas, developments, directions, problems, or trends in the field.

5. The choice of theme and approach are at the discretion of the author but acceptance is only upon submission of the draft abstract.

6. Research results (studies) are the primary type of article desired but review articles are also welcome.

7. Revised versions of an earlier work are acceptable provided the revisions constitute at least 50%. In this case, gathering any permissions necessary (such as illustrations) is the responsibility of the author. Such permissions must include digital rights as well as print rights.

8. Coauthors may be invited by you at your discretion and are welcome by Nova.

9. Reviewing is either carried out in-house at Nova or outside peer-reviewed at the option of the authors. In the latter case, the peer-reviewer's name and affiliation must be included as part of the article to be located at the end after the References. It should be on a separate line, 2 lines below the last reference and start with the words:

“Reviewed by”.

It is the author's responsibility to contact the reviewer and take into account any suggestions or comments.

10. Copyright must be transferred to Nova via email along with chapter submission.
11. Personalized chapter offprints are available.
12. Contributors may purchase any other Nova book at a 20% discount.
13. Book proposals from contributors are given priority consideration.
14. The preferred version is Microsoft Word 2013 or Latex; Microsoft 2007 and 2010 are also acceptable. Please indicate which version of MS Word was used at the time of submission. Please avoid sending the chapters in any version earlier than 2007 as this may result in publication delay, quality issues and preparation fees. If Latex, Nova requests use of the Nova macro. This is ARTICLE.STY set at 5.5 inches (13.97 cm) and letter size (not A4 paper). Please try to use outside justified page headers. If you would like to add any packages to this macro beyond those already specified, it is mandatory that the corresponding .sty files be submitted with the chapter. Nova currently uses the Windows Operating System.
15. References: Our recommended style is **Chicago Manual**. If you prefer to use a different style, please verify with us before preparing your chapter.
16. **IMPORTANT**: Please list the title of the chapter along with all the authors' affiliations. Do not footnote the affiliations nor list them at the end of the chapter.
17. **IMPORTANT**: Please begin the chapter with a descriptive abstract (100-400 words) summarizing the content of the article and indicate the abstract with the heading ABSTRACT. Other essential headings include: INTRODUCTION...CONCLUSION (not Conclusions; not Discussion; not Concluding Remarks); REFERENCES and any other headings deemed necessary within the chapter to reflect the important subsections or divisions.
18. References may be cited in the text by the author and date of publication in parenthesis or by using numbers in brackets. Examples of acceptable forms of reference lists at the end of the chapter/article are given below.
19. All diagrams, photographs, illustrations and charts (not tables) are to be referred to in the text as Figures and should be numbered consecutively with Arabic numerals. These figures must be supplied as separate electronic files named in the format in which they were created and must be one of the following types: tiff, bitmap, jpeg, gif, ppt, psd, png or eps. The required resolution of these figures must be 350-750 dpi. The higher the resolution, the clearer the printed image.

The Figures must also be placed in the manuscript for indicating position. If scanned images are used, please retain the original hard copy of the figure for possible transmission to Nova Science Publishers. If previously published figures are used, written permission of the copyright holders must be obtained and submitted along with the text indicating copyright holder's citation instructions.

Note: Manuscripts submitted without proper permissions for all previously published figures and tables are incomplete submissions and will not be published. If there are any figures which the publisher is unable to utilize, the submission is as also incomplete.

20. If the program being used is MS Word, use any font ranging from 10-12 point depending on what is most convenient for you. Don't be concerned about line spacing. We will be performing electronic page layout.

21. Please try to keep vertical (portrait) tables a maximum of 5.5 inches wide. If width is a problem, use the landscape layout with section breaks on both sides if MS Word is being used. Do not follow the end of sentences with two spaces but instead with only a single space.

22. If you have variations from the title which you would like to see as the Running Heads, please let us know. Please refer to the manuscript as 'this chapter' within the text.

23. If you wish us to review the English for style, please clearly mark that at the beginning of the article.

24. Either American or British spelling is acceptable. International, American and British punctuation are all acceptable.

25. For any explanatory notes, please use Footnotes.

26. Color graphics are permitted but are billed at the current rate.

27. The entire article can be sent when complete via email to Nova.Main@novapublishers.com or by regular mail to the address listed below. If the file(s) for the chapter exceed 10MB in size, please contact Nova at the same email address (Nova.Main@novapublishers.com) for FTP instructions. PDF files are welcome for positioning purposes but must be accompanied by the original tex or Microsoft word files. Receipt will be acknowledged promptly. If you don't receive email acknowledgment, it is probably lost in cyberspace.

28. Proofs are sent to the Author to check that the manuscript has been properly set in type and allow him/her to correct any typographical errors. Contributor alterations at the page proof stage are permitted for up to two percent (2%) of the manuscript volume. Any additional changes at the Page Proofs stage will be subject to additional fees paid by the author. The Author's approval for printing is considered final if he or she doesn't respond to Nova within ten (10) days after receiving a page proofs letter.

29. Tracking information concerning the editor, page proof status and other production will be available at www.novapublishers.com after the volume close and updated regularly. We invite you to visit our website.

If any questions remain, please contact us at the email address or phone number below. Thank you.

We look forward to working together.

Sincerely yours,

Nadya Gotsiridze-Columbus

President

Nova Science Publishers, Inc.

400 Oser Avenue, Suite 1600

Hauppauge, NY 11788 USA

Tel: 631- 231-7269

Fax: 631-231-8175

Email: nova.main@novapublishers.com

Web: www.novapublishers.com