

# Journal Name

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## Instructions for preparing articles using iopjournal.cls

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### Abstract

This document provides guidance on using the iopjournal class file for preparing articles for submission. A template .tex file is provided with these guidelines. The abstract of your article must give readers a brief summary of the text. It should be informative and accessible: indicate the general scope of the article and state the main results obtained and conclusions drawn. The abstract must be complete in itself: it must not contain undefined abbreviations and must not refer to any table, figure, reference or equation numbers. Normally the abstract text is not more than 300 words.

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### 1 Introduction

We provide the iopjournal class file to help authors prepare articles for submission to IOP Publishing journals. It is not essential to use this class file, or to format your article in the same style. We welcome submissions using any common variant of T<sub>E</sub>X.

Note that clarity of presentation is the most important consideration when preparing your article for submission. It is not necessary to format your article in the style used for published articles in the journal. For general guidance on preparing your article please refer to the online guide: <https://publishingsupport.iopscience.iop.org>.

The iopjournal class file is based on the standard LaTeX article class, and generates a single-column preprint output suitable for peer-review. We provide a separate template .tex file containing the basic structure of an article. To use the template, replace all the sample text with the text of your article. Organize the main text of your article using section headings:

```
\section{Section title}
\subsection{Subsection title}
\subsubsection{Subsubsection title}
```

Include equations, figures, tables, lists etc using your preferred L<sup>A</sup>T<sub>E</sub>X packages and commands. If you use packages that are not part of standard distributions (such as MiK<sub>T</sub>E<sub>X</sub> or T<sub>E</sub>X Live), please include the relevant package files when you upload your .tex file to the submission system. For general guidance on using L<sup>A</sup>T<sub>E</sub>X, including information on figures, tables, equations and references, please refer to documents such as the L<sup>A</sup>T<sub>E</sub>X WikiBook: <https://en.wikibooks.org/wiki/LaTeX>.

#### 1.1 Avoiding problems in the submission system

Please note the following points to minimise errors when uploading files to the submission system.

- Make sure all the files used to create your article are uploaded.
- Check your article compiles correctly with all files in the same directory: do not store files in subfolders.
- In file names, only use characters a-z, A-Z, 0-9 and underscore. Do not use spaces.
- Make sure all file references in your .tex match the file names exactly, including upper-case and lower-case letters.

## 2 Special features available in `iopjournal.cls`

The class file is deliberately very basic to allow authors to use their preferred packages and commands, however we have introduced the following customizations.

### 2.1 The `anonymous` option

The class file `iopjournal.cls` includes an option to create a version of your article suitable for double-anonymous peer review. To use this option add `[anonymous]` on the `documentclass` declaration. i.e.

```
\documentclass[anonymous]{iopjournal}
```

This option will exclude the author names, affiliations, email addresses and acknowledgments and other back matter sections, if the relevant commands are used for these sections (see below). The text ‘removed for anonymity’ is used as a placeholder in the output.

### 2.2 Including ORCID iDs in the author list

The template .tex file demonstrates use of the `\orcid{...}` command defined in `iopjournal.cls`. Place the command after the relevant author name, immediately after the affiliation/footnote numbers. The content must be the 14-digit ORCID iD, with hyphen separators. For example:

```
\author{Jane Doe$^1$\orcid{0000-0000-0000-0000}, John Doe$^2$\orcid{0000-0000-0000-0000} and Jo Doe$^{1,*}$\orcid{0000-0000-0000-0000}}
```

Note that the command uses the image `orcid.pdf` which is provided alongside the template file.

### 2.3 Back matter sections

The class file defines commands for a set of optional unnumbered back-matter sections. Using these commands allows the text of relevant sections to be hidden when the `[anonymous]` option is specified. The available commands are given in the sections below to illustrate the output.

#### Acknowledgments

Place the text of the acknowledgments within `\ack{...}`. This text will not be included if the `[anonymous]` option is specified in the `documentclass` declaration at the start of the file. The `\ack` command automatically generates the heading for the acknowledgments.

#### Funding

Use the `\funding` command to add a specific section for funding information. This section is typically a list of funder names and grant numbers. The text will not be included if the `[anonymous]` option is specified in the `documentclass` declaration at the start of the file.

#### Author contributions

The `\roles` command creates an unnumbered section with the title ‘Author contributions’. List author names and the contributions made to the article, using terms from the NISO Contributor Roles Taxonomy (CRediT) <https://credit.niso.org>. The text is removed if the `[anonymous]` option is used.

#### Data availability

Use the `\data` command to add a specific section relating to data availability. Further information is available in the online guidelines:

<https://publishingsupport.iopscience.iop.org/questions/research-data/>

Linked data could include information that identifies the authors, therefore this text is removed if the `[anonymous]` option is used.

#### Supplementary data

Use the `\suppdata` command to include an unnumbered section containing the title and description of any supplementary data files. For example:

**Movie 1.** (0.8 MB MP4) Projection of the complete Z-stack images of the hydrogel-encapsulated sample, demonstrating that the cell assembly matches the simulated projection of the target geometry.

**Supplementary material.** (0.2 MB PDF) Detail of the experimental conditions and methodology used in this study.



**Figure 1.** Text describing the figure and the main conclusions drawn from it. To make your figures accessible to as many readers as possible, try to avoid using colour as the only means of conveying information. For example, in charts and graphs use different line styles and symbols. Further information is available in the online guide: <https://publishingsupport.iopscience.iop.org/publishing-support/authors/authoring-for-journals/writing-journal-article/#figures>

**Table 1.** Demonstration of the output style for tables using `iopjournal.cls`.

Column heading	Column heading	Column heading	Column heading
Data row 1	1.0	1.5	2.0
Data row 2	2.0	2.5	3.0
Data row 3	3.0	3.5	4.0

### 3 Figures and tables

The `template.tex` file includes example code for adding figures and tables, which provides the output shown in figure 1 and table 1. The example code is provided for demonstration purposes only: you can use any packages you wish to add figures and tables. If your article is accepted, the positions of tables and figures will be adjusted during the production process to optimize the layout in the final journal style.

### 4 Reference styles

You can choose to use either the Vancouver (numbered) or Harvard (author-year) system for citing your references, unless the journal-specific author guidelines state otherwise. In either case, items in the reference list can be formatted in any style in your submission, as long as each item contains all the information needed to find the reference.

Full styling will be applied to the reference list during the production process, if your article is accepted for publication. The required details for some standard reference types are given below.

- **Journal article**

Authors, Year, Journal name, Volume number, Page/article number

- **Book**

Authors or editors, Year, Chapter title (if relevant), Book title, Volume details (if relevant), Publisher, Page number (if relevant)

- **Conference proceedings** (published in a conference series)

Authors, Year, Conference series name, Volume, Page/article number

- **Conference presentation** (unpublished)

Authors, Year, Presentation title, Conference name, Conference date and location

- **Preprint**

Authors, Year, Preprint service name, Preprint number

- **Thesis**

Authors, Year, Thesis type, Institution

- **Website**

URL, Date of access

- **Data**

Authors, Year, Dataset title, Repository name, URL (the URL should be a DOI link, if available)

- **Software**

Authors/Organization responsible, Year, Software package title and version, Repository name (if relevant), URL (the URL should be a DOI link, if available)