



Writing and Publishing Scientific Papers

A Primer for the
Non-English Speaker

Gábor L. Lövei



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24. Submitting the Final Version

When the content is finally found to be acceptable, the editor will send you the much-awaited message that your manuscript is now accepted for publication. She will ask you to submit the final version. I recommend that this is done before the celebration begins, and there are a few important things to remember:

No Changes

Firstly, now you have reached an agreement with the editor about the content of your paper, there is absolutely no freedom to change *anything*. Even if you discover a printing mistake that escaped everyone's attention so far, you must point this out to the editor when submitting the final version. Be very conscientious about this.

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If you check the acceptance dates of published papers, you will realise that the publication sequence does not correspond to the acceptance dates. After acceptance, papers are handled simply on a "first come, first served" basis. Also, remember that papers are frequently not published continuously, but as a group, forming an issue. When an issue is full, all accepted papers that arrive subsequently are pushed into the next issue(s). The publication queue can be quite long; I have seen delays of up to 8 months. Your promptness may significantly affect when your paper is published.

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The current address of some authors may also have changed; these need to be updated.

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Box 16. A sample accompanying letter to final submission

Dr. XX XXX

Editor, Journal of Unrepeatable Studies

Department of Probability

The Unseen University

XX Town

23 July 2013

Dear Editor

Re. final submission of the MS Nr. JUS-2012-1122

Enclosed please the final version of the paper “XX.. XX” by AA, BB and CC, accepted for publication in the JUS on XX Dec 2014. We uploaded all files as instructed by the editorial program. Our final submission contains three files:

1. “Careful-JUS-2012-1122.doc” is the text file, containing all parts of text. This was written using Word version 2010
2. “Careful-fig1-JUS-2012-1122.tif” is an electronic version of our figure 1, prepared using Adobe Acrobat version 13.0
3. “Careful-tab11-JUS-2012-1122.tif” is a copy of our table 1, also generated using Adobe Acrobat v.13.0

We discovered two spelling mistakes that we corrected (lines 233, 255) — these are the only changes with respect to the earlier, accepted version.

Please send proofs to me, the corresponding author, at: Department of Miracles, Underwater University, Coolabana, West Indies 22009.

Finally, thank you for your editorial assistance to help our paper to publication. We remain available as eventual reviewers for JUS.

Sincerely yours

XXX

Corresponding author