BVM2027 Author checklist

Legend: positive example, negative example

Description	Example	Chapter
General		
Use UTF-8 encoding		1
File names for images must contain the article number	img1.png 4051-img1.png	3.1
Units in formulas not italicized and space between number and unit with \ts	$3µm$ $3\ts \text{µm}$	3.3
No punctuation marks in front or in equation enviroments		3.9
Language		
Use of correct quotes	German: \glqq, \grqq English: \elqq, \erqq	3.5
Capitalize title, subtitle and running title in English articles	\title{Interval Neural Networks as Instability Detectors for Deep-image Reconstructions}	3.5
Decapitalize Sections, Subsections and Subsubsections in English articles	\section{Materials and methods}	3.5
Front page		
No colon in title, use subtitle instead	\title{My Title: My Subtitle} \title{My Title} \subtitle{My Subtitle}	3.6.1
Specify short title in \titlerunning		3.6.1
Author listing as in the example	\author{ Thomas~M. \lname{Deserno} \inst{1} ..., Heinz \lname{Handels} \inst{2} ..., …}	3.6.2
Only specify surnames in authorrunning, follow example	\authorrunning{Deserno et al.} Example for 4+ authors, all cases can be found in the author guidelines	3.6.2
Only provide the decapitalized email of the main author	\email{support.bvm@plri.de}	3.6.2
Structure		
No paragraphs in abstracts		3.7.1
Title of abstracts starts with "Abstract:"	\title{Abstract: My Title} … My Text	3.7.1
No disclaimer and no acknowledgements in abstracts		3.7.1
In long articles, include acknowledgements and disclaimers using	\begin{acknowledgement} \begin{disclaimer}	3.7.2

\acknowledgement and \disclaimer as in the example		
Adhere to heading hierarchy, no empty chapters or sub-chapters	\section{…} \subsubsection{…}	3.7.2
Tables and figures		
Use side caption for small images and tables	\begin{SCfigure} \begin{SCtable}	3.8
Images at the bottom of the page with caption below, tables at the top of the page with caption above		3.8
(Side-)Captions ends with a full stop	\caption{My Caption} \caption{My Caption.}	3.8
Large tables fill the entire text width	\begin{tabular*}{\textwidth}{@{\extracolsep\fill}lllll} …	3.8
Tables have no vertical border lines except horizontal border lines at the top and bottom and directly below the header	\begin{tabular}{l|||l} \begin{tabular}{lll} \hline only before and after the header and at the end of the table	3.8
References		
References without additional words	Siehe Abb. 1 und Abb. 2 (Abb. 1, Abb. 2)	3.11
Abbreviate table and image references correctly	German: Abb., Tab., Gl., Abschn. English: Fig., Tab., Eq., Sec.	3.11
Abbreviate journal names according to MEDLINE coding	Computers & mathematics with applications Comput Math Appl	3.11
Decapitalize title/booktitle in the .bib file	Cytologic Scoring of Equine Exercise-Induced Pulmonary Hemorrhage Cytologic scoring of equine exercise-induced pulmonary hemorrhage	
Bibliography file name must contain article number	4051.bib	3.11
Combine successive references	\cite{4051-01, 4051-02, 4051-03}	3.11