

IF POSSIBLE: TWO ROW HEADLINE WITH A MAXIMUM OF 85 CHARACTERS INCLUDING SPACES

cf. BIF FUTURA, VOL. 00 | 2.20XX

FIRST NAME LAST NAME

Discipline: Xyxyxyx, yxyxyxyxyx

Institute: yxyxyxyx yxyxyxyxy yxyxyxyx yxyxyxy xy

yxyx yxyxyxyx xxyxyxyxyxyxyxyx yxyxyx xyxx yx

Supervisor: yxyxyxyxyx



Please send us a recent photo of yourself fulfilling following criteria:

- Jpg, tiff or png, file only
- At least 800 x 800 pixels, larger is OK
- You should be visible from the front
- The photo must not be blurry, focus should be on the eyes
- Shoulders and head fully visible, meaning that both arms are visible in their full width, preferably up to mid upper arm and the head (as well as your hair) is not cut off – see example above.
- Appropriate dress (not too casual)
- Eyes in focus!
- No trees or lamp posts sticking out of your head, no shadows on the wall behind you, no reflections on glasses, etc. DO NOT embed the photo into a Word document or e-mail.

Please state:

1. Your full name (first name and last name)
2. Your discipline (personalised, i. e. "biochemist", not "biochemistry"); your highest academic degree (MSc, Diploma, etc.) – please leave out the others!
4. The official name (PLEASE CHECK ON WEBSITE) of your university / institute in English (if that doesn't exist: the official name of the university in the national language), including the official abbreviation in parentheses; the city, even if it already included in the university's name; the country (within the US: please name the state in abbreviated form, also)
5. The name of your supervisor (please note: we do not use "Prof. Dr.", but only "Prof."). We will name only the supervisor(s) evaluated during the application process.

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Supervisor: yxyxyxyxyx



Continuous text:

max. 2,400 characters including spaces and references. For tips on writing and more detailed information see next pages.

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References:

Please denote shared first authorship with an „*“.

PUBLICATIONS

- Last name X, Yxyxyxyx Z, Oxxxxx O, Xyxyxyxy X, Yxyxyxyx Z, Oxxxxx O, (0000)
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Guidelines for Authors for their Summary for FUTURA

BIF FUTURA is a journal mainly for BIF founders, fellows, and alumni. The majority of its readers are biologists or biochemists. However, only a small number of them will be specialists in your particular area of work — so be sure to make your text understandable to a wide audience. Remember — this means it is most likely a different text from your abstract for your final report.

All texts are sent out to experienced scientific editors with PhDs in a relevant field to ensure that they are comprehensible to the readers of FUTURA. To make the revision process as efficient as possible for you and our editors, please try and put yourself in the shoes of someone outside your field. Before submitting the abstract, it might be helpful to give it to someone to read who fits that bill. Also you may want to read the text out loud — wherever you stumble, most likely the text can be improved.

Three tips for good writing: short sentences, active voice, and verbs (organize, not organization).

Preparing your document

- Please prepare your text in Microsoft Word – no pdf or Macintosh files.
- Submit the file via e-mail.
- No syllable division at the end of the line.

Writing your summary

- **The length of the text must not exceed 2,400 characters (including blanks and references).**
- Title: Choose an understandable title, maximum length 85 characters
- Please state your discipline, your highest degree prior to your PhD, your institute, and your supervisor.
- Use British English throughout, written clearly and precisely.
- Describe the context and the problem (one to two short sentences), present the most important results, and mention the model systems and methods by which you achieved them. In the final sentence, explain the impact of the results to the field. The reader should have understood what you did, why you did it, how you did it, what your results were, and why they are important, e.g. meaning what implications your result has for the field.
- Symbols and abbreviations: Please bear in mind that even scientists in related fields cannot keep abreast of the ever-increasing number of gene symbols or abbreviations in your field, so add the full name and a brief description (transcription factor xx; kinase yy).
- Please use the gene symbols approved by the nomenclature committee of your organism. The official symbol or name might not be the one used in your laboratory or in most papers, but an increasing number of journals (e.g. *Nature Genetics*) require their authors to use the approved name as do we (you may put the other name in brackets „also known as xy“). The following databases will help: www.genenames.org (human genes), www.informatics.jax.org/(mouse) and flybase.bio.indiana.edu/ (Drosophila).
- Source: Be sure to list your own project-related publications (up to three, only works published or in press. Please also let your editor know whether you have a paper in the pipeline that will reach that status within the next three months. Please use **the EMBO reference style for scientific review and reports, shortened to max. 6 authors, then et al (without period)**

<http://www.nature.com/embor/about/authors.html#reformat>

Shared first authorship should be denoted with an *.

Examples (formats like bold, italics etc. will be added in the layout process):

Journals:

Fröhlich H, Lustig I, Heiter KL (1994) Potentiation by ACE inhibitor. Proc Natl Acad Sci USA 361: 1679-1681

Articles in books:

Bohnenkamp KE (1992) Interaction between X and Y. In: Novel perspectives of genetics, Achten, S, Beutelspacher M (eds.), pp 37-47. Oxford University Press, Oxford, UK

Books:

Sambrook J, Fritsch E & Maniatis T (1989) Molecular Cloning: A Laboratory Manual. Cold Spring Harbour Press, Cold Spring Harbour, New York, USA

Photo:

Please take the criteria mentioned in the style sheet above seriously, as we will get back to you and have you send us a different picture which takes a lot of your and our time and energy.

Thank you very much for your time and effort.

The BIF team