

## Submitting to the *Journal of Topology*

This guide serves to advise authors who are either considering or are in the process of submitting a paper to *Journal of Topology*, which is owned by the London Mathematical Society (LMS).

The *Journal of Topology* publishes papers of high quality and significance in topology, geometry and adjacent areas of mathematics. Interesting, important and often unexpected links connect topology and geometry with many other parts of mathematics, and the Editors welcome submissions on exciting new advances concerning such links, as well as those in the core subject areas of the journal.

## Before Submission

When submitting a new paper, authors should be aware of the following.

### Authorship and author disclosure

Prior to submission, the submitting author should check that the names of all those who contributed to the paper and who can legitimately claim authorship to the paper are so listed. The submitting author should also ensure that all authors have read the submitted paper and approve its submission. The primary affiliation for each author should be the institution where the majority of their work was carried out. If an author has subsequently moved, the current address may also be included.

### Duplicate submissions and originality

Each paper must be submitted exclusively to the *Journal of Topology*. No paper that has been previously published, or which is being considered for publication elsewhere, should be submitted to the LMS. (Nor may a paper that is under consideration by the LMS be submitted elsewhere.)

The LMS will consider papers that have been deposited in preprint or manuscript form on servers such as the arXiv (<https://arxiv.org/>) or published as part of a thesis, provided that the author is willing to grant an exclusive licence for distribution of the final, published version by the LMS.

Any paper found to be submitted and still under consideration by another journal, or published elsewhere will be rejected automatically, and may prejudice acceptance of future submissions. If an article replicates or is very similar to the author's previous work, the author should include with it references to the other papers (whether published or submitted for consideration elsewhere) that relate in whole or in part to the same results. Submissions that replicate or are derivative of existing work are likely to be rejected, unless authors provide adequate justification. (Authors can use their cover letter to disclose such information – see '**Cover Letter**' below.)

The LMS's full ethical policy can be found at:

<https://www.lms.ac.uk/sites/lms.ac.uk/files/Publications/EthicalPolicy.pdf>

## Preparing a submission

### Choosing an Editor

Once an author has decided to submit their paper to the *Journal of Topology*, they should identify which member of the Editorial Board they would like to handle it. Authors should choose the Editor whose mathematical interests are closest to that of the paper. A list of the Editors can be found here: <https://www.lms.ac.uk/publications/jtop>

### Cover Letter and Notes to Editor

On the submission form, there are two optional fields: 'Cover Letter' and 'Notes to Editor'.

Cover letters will be visible to both Editors and any potential reviewers, and should provide a brief context for the paper, explaining its subject and relevance to the field of mathematics. Any messages or explanatory notes which authors do not wish to be viewed by potential reviewers should be included in the 'Notes for Editor' field, which will only be seen by Editors.

Authors who wish to include a cover letter or notes to the Editor are asked to please be respectful when including any directions or comments regarding peers within the mathematical community, and to explicitly state any relationships which may create a conflict of interest.

## Submitting a new paper

The LMS uses EditFlow, a journal management software which is built by Mathematical Sciences Publishers (MSP). Papers can be submitted at:

[https://edf.lms.ac.uk/ef/submit\\_new.php?jpath=jtop](https://edf.lms.ac.uk/ef/submit_new.php?jpath=jtop)

### LMS Class file

Authors may prepare their papers in the 'LMS' document class for LaTeX. The class file and its accompanying author guide can be downloaded from the LMS Publications web page here: <https://www.lms.ac.uk/publications/au-instructions>

Only the PDF file should be submitted electronically in the first instance.

When using LaTeX, care should be taken to preserve the .tex file that precisely corresponds to the PDF version that is being submitted. (If the paper is accepted, the LMS will require that particular version of the .tex file.)

### Privacy Policy

When submitting a paper, authors will have agreed to allow the LMS to store their personal data and will have been informed of the LMS's data protection policy. Under UK law, the

LMS is required to explain how an author's personal data stored on its system will be subsequently used.

The LMS submission portal privacy policy can be found here:

<http://edf.lms.ac.uk/ef/docs/DPA.html>

### Completing the Web Form

The corresponding author will be asked to provide the following information:

- Number of authors
- Full names and email addresses of all authors
- ORCID (<https://orcid.org/>), although this is optional
- Title of the paper
- MSC subject codes (<https://mathscinet.ams.org/mathscinet/msc/msc2010.html>)
- Chosen Editor to handle the paper (<https://www.lms.ac.uk/publications/jtop>)
- Confirmation that an abstract is included in the article\*
- A copy of the paper in PDF format

\* All articles submitted to this journal must have an abstract that can stand on its own. The abstract helps potential readers decide whether the article is what they need; this is especially important for readers who may have to pay to access the full text. Articles without an abstract are not likely to be properly indexed, which affects their visibility.

When the form is complete, the paper can be submitted to EditFlow, following which the author will receive a confirmation email that includes a link to a manuscript tracking page. This page includes a mail log, a record of all submission files and the paper's current status, and can also be used by authors to withdraw the current submission if necessary. If you do not receive this link, please contact [lmsjournal@lms.ac.uk](mailto:lmsjournal@lms.ac.uk).

Details of the *Journal of Topology* workflow is available [here](#).

### Contact the LMS

If you have any queries about the information in this guide, please contact [jtop@lms.ac.uk](mailto:jtop@lms.ac.uk) (if you have already submitted, please cite your paper ID). Authors should take care to keep a copy of all emails sent to any Editors, Managing Editor and LMS Publications staff for their own records.