

FAQ – INFORMATION AND GUIDELINES FOR AUTHORS SUBMITTING TO LIFE SCIENCE RECHT (LSR)

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Note: at this time, this document is available only in English, even though it also applies to submissions in German and French. For further questions, please contact one of the editors.

1. In which languages does LSR accept submissions?

LSR accepts submissions in German, English or French.

If you write in a language which is not your mother tongue (e.g. English), you are kindly asked to have it proofread by a native speaker, before submission.

Please pay particular attention to time concordance (i.e., be careful when switching from past, present, future tense).

2. What are the topics eligible for submission to LSR

Any article on *legal* issues pertaining to the pharmaceutical industry, the medtech industry, the biotech industry, and to a lesser extent the food, cosmetic and agri-business industry.

Your submission should have practical relevance and has to be *legal* in content, even though interdisciplinary approaches are encouraged. Whilst the focus is on Swiss law, contributions may also discuss topics of other legal orders, if deemed relevant for the addressees of the journal. An exception applies to the Branchenwort / Message de l'industrie / Word from the industry, which is a forum of protagonists from the life science industry to express their opinion on any relevant topic of interest.

In case of doubt as to the relevance of the contemplated topic, you may contact one of the editors for discussion.

3. How should I send my submission?

You are to send your submission by email in a Word format (not pdf format) to the editor engaging with you. Please use the official template (which can be found at the end of this document). His or her email address is available on the third page of any issue of LSR and also from the website at <https://lsr.recht.ch/de/herausgeber-reporter-und-autoren>.

4. What are the chapters under which an article may be published?

The journal features the following chapters:

Chapter	Description
Branchenwort / Message de l'industrie / Word from the industry	Contribution of a representative of any stakeholder in the life science industry on a topic of relevance for the readers. The topic does not necessarily need to be legal in content.
Aufsätze / Articles / Articles	Articles are scholarly contributions on a legal topic within the scope of LSR.

Rechtsprechung / Case Law	Jurisprudence /	This chapter is reserved for discussions of relevant case law. The contributions should summarize the facts of the case, the reasoning and decision of the court, and contain an appraisal of the judgment by the author.
Gesetzgebung / Legislation	Législation /	In this chapter, an overview of projected, newly enacted or existing legislation is given. Also good practices or other industry standards may be discussed here.
Tagungsberichte / Proceedings	Compte rendu /	Reports of seminars, conferences or other industry events with primarily legal contents may be published in this chapter.

5. What are the minimum and the maximum lengths of articles?

There are no specific limits imposed on authors, unless the responsible editor provides guidance. However, articles usually do not exceed 20 typed pages.

An exception applies to the Word from the industry, which should contain 4'000 characters as a minimum and not exceed 14'000 characters. As a rule of thumb, 5000 characters (including empty spaces) make up for one page.

6. Is there any template I can use to begin writing my article?

You can find the template at the end of this document.

7. Will my submission be reviewed?

Yes, usually two LSR editors review your submission and decide to accept it as such, to accept it subject to changes or to refuse it. The name of the two reviewing editors is not systematically disclosed. However, the full list of LSR editors is available on the LSR website.

8. What are the expected timeframes for review and publication?

The LSR journal has four issues a year. Submissions are typically reviewed within one or two months. If your submission is accepted, you will be told in which issue it will be published.

You will receive a pre-print version for final proof-checking. Your final answer is requested within 7 days.

9. Do I retain the copyright after publication?

No. The copyright belongs to the publishing house Stämpfli.

10. Will I receive printouts after publication?

Yes, each author receives 3 numbers of the full issue at the address you will have indicated.

You can order more prints at a cost. Please place your request with Stämpfli at one of the contacts displayed at <https://lsr.recht.ch/de>.

11. Can I put a link from my website(s) to the LSR website with my article?

Yes. However access to full articles is password-protected (pay-wall).

12. Can I put a pdf or Word version of my article on my website(s)?

No, the publisher does currently not grant permission for that.

13. Do I need to write an abstract?

Yes, for full article. No, for other submissions.

The abstract is always written in English.

The abstract should be the essential summary. Therefore, it should be short, no more than 500 characters (including empty spaces). The abstract should not contain footnotes.

Your abstract will appear on the freely-accessible part of the LSR website.

14. What are Keywords?

Keywords help readers locate the articles they are interested in. You can choose your own keywords as long as they are related to the content of your article. There should be at least two keywords. You should submit them alongside your manuscript.

15. Can I submit a paper if I was involved in the case I am discussing?

If the case has come to a full end (e.g., judgment by the Federal Tribunal), yes – but we ask that you disclose the fact, either in the asterisk after your name if your entire article is focused on the case or in a footnote if the case is only mentioned in passing.

If the case is still ongoing, you need to check with the responsible editor before submission.

If you were not personally involved in the case, but your law firm was, the same rule applies by analogy. If you were not involved in the same case, but in a similar one, the same rule applies by analogy. In case of doubt, discuss the issue with the responsible editor before or at the time of submission.

16. What about other conflicts of interest?

If your conflict of interest is not immediately apparent to the readers, you should disclose it in a footnote.

You do not need to disclose the lack of conflict of interest.

You may want to indicate that you are expressing solely your own opinions, and not those of your employer in an asterisk after your name. This is usually not necessary for lawyers in a law firm.

17. How should the title of my article look like?

Title: All word starts with a capital letter, except short words such as "the", "in", "and"

Example: The New Medical Activity Exemption in the Swiss Patent Act

The same rules apply for subtitles.

Example: Background, Overview and Possible Consequences

As to the maximum length of titles and subtitles, please adhere to the indications on the submission template (i.e., usually 70 characters max.).

18. How should my name appear? What about my title?

Name of author: (first name last name).

Professional status (e.g., Attorney-at-law / Rechtsanwalt), followed by diploma abbreviation (e.g., "Prof.", "Dr. iur.", "LL.M. (LSE)") followed by full Name of employer (e.g., Lenz & Staehelin / Kellerhals Carrard Bern KIG / CMS von Erlach AG / Pestalozzi Rechtsanwälte), followed by location (e.g., Zurich / Bern / Genève).

Example: Angelika Muster, Dr.iur., Rechtsanwältin, Meier Müller Muster AG, Bern

19. What if I need to add something by way of disclosure?

You can use an asterisk after your name.

Example: an asterisk following the name of the author, so as to state in a footnote additional information about the author, such as "Die Autorin vertritt hier ihre persönliche Meinung" or "This paper follows a talk given at the Zurich University".

20. What title structure should I use?

The actual table of content is added by the publisher. It will look like this.

Table of content:

- I. Introduction
- II. All Words Start with a Capital Letter

- A. All Words Start with a Capital Letter
 - 1. All Words Start with a Capital Letter
 - a) All Words Start with a Capital Letter
 - b) All Words Start with a Capital Letter
 - B. All Words Start with a Capital Letter
- III. Conclusion

21. Should there a bibliography at the end of my article?

No. All bibliographical references are indicated in the footnotes.

22. What are the rules regarding footnotes?

The call for the footnotes is after the punctuation mark, like this.¹ The call comes also after a comma or a semi-colon. Like this,² or like this;³

You should avoid having several calls for footnotes following each other. This is to be avoided:

The Court wrote^{11, 12, 13} that

23. How should I cite reference material?

Please use the following examples as a guideline:

ATF *or* BGE 133 III 121, E. 3.1.

TF *or* BGer, 14.1.2009, 9C.918/2007, E. 4.3.

TAF *or* BVGer, 12.12.2007, C-2093/2006, E. 3.5.

HGer AG, sic ! 2005 301, E. 3.4.4.

EuGH, 22.11.2012, Brain Products GmbH ./ Bio-Semi, C-219-11, E. 20.

For articles:

FIRSTNAME LASTNAME, Title Title Title, in: Review, 2019, 10–24, 15.

Or

FIRSTNAME LASTNAME / FIRSTNAME LASTNAME, Title Title Title, in: Review, 2019, 10–24, 15.

If there are more than three authors, you can state the full name of the first author, followed by "et al."

1
2
3

The full reference should be made at the first time work is quoted. If you quote the same work repeatedly, you may refer to the footnote of first appearance: LASTNAME (footnote 5), 16.

Even in the main text of the article, name of authors cited should appear in SMALL CAPS. For example:

According to LASTNAME, this notion is to be understood...

Please consult the author guidelines for exhaustive instructions.

24. I want to highlight a portion of text: how?

You should *italicize* that portion of text (no bold or underlining).

25. If I quote some text, should I put the text in italics?

Yes

26. What else are italics for?

Italics are for words that must be highlighted, but also for foreign or Latin words.

27. If I need to insert a list, should I use bullet point?

No, use these (as foreseen in the submission template):

- abcdefg
- abcdefg

28. How should cross-references be indicated?

In the footnotes, cross-references to other footnotes are indicated this way: "Vgl. oben Fn. 4." / "See fn. 4."

Note that there should be a point after fn.

29. Should I always put the link to the corresponding website?

Yes, for material only found on-line or material much easier to find on-line.

No for material also found in print (e.g., Swiss legislation).

No need to state: (last visited on XXX), but you should check that all links "work" at the date of your last review.

30. What kind of quotation marks?

In German, these ones « ___ ».

In English, these ones " ___ ".

In French, these ones " ___ ".

Texts quoted should be kept short (i.e. authors should avoid lengthy citations, except where truly necessary).

Quotation marks inside quotation marks should appear as such 'abcde'.

31. Do I write Article XXX or Art. XXX?

In German, for example: Art. 24 Abs. 2 lit. b Ziff. 4

In English, for example: Article 4, para. 3, letter c., ciph. 4

In French, for example, art. 4 al. 3 let. c, ch. 4

When you cite to an Article, the "A" should be with a capital letter.

Ex: According to Article 36 of the Constitution, ...

However, if you use it in a more generic sense, it should not be

Ex: This article of the law was very controversial."

32. What words should start with a capital?

The words "State", "Member State", "Federal Tribunal", "Supreme Court", "Federal Council" should start with a capital letter.

33. What else? Commas, spaces, __

"e.g." or "i.e." are not followed by a comma.

There should not be a space before : ; / .

34. Feminine or masculine forms or both?

Authors are free to opt to what they prefer (e.g. always "he"; always "she"; always "she or he"), but should be consistent in their choice.

35. I understand that LSR has reporters, who are they?

LSR has reporters who keep a close eye on jurisprudence and legislation in the areas of interest to LSR. They are regularly invited by the editors to submit articles on these themes. The names of all reporters

are mentioned on the second-last page of the print issue and on the website at <https://lsr.recht.ch/de/herausgeber-reporter-und-autoren>. If you would like to volunteer as a reporter, please contact one of the editors.

36. What else should I pay attention to?

Before submitting your article, you should make a Swisslex and a web search to make sure you have cited to all relevant case law and literature (both in German, English and French).

You should keep in mind that LSR is read by a broad audience of legal professionals, not all of them being specialized in your technical area. You are therefore kindly requested to provide enough background information that even non-experts can follow your argument.

CHECKLIST TO BE REVIEWED BY EACH AUTHOR

<p>1. My title designation is correct, along the model Angelika Muster, Dr.iur., Rechtsanwältin, Meier Müller Muster AG, Bern</p>	
<p>2. The title of my article has capital letter for each major words For example: Labels and Preemption in the United States</p>	
<p>3. The title of my article is no longer than 70 characters</p>	
<p>4. I have used to proper subsections I, A, 1, a)</p>	
<p>5. The titles of my subsections start with capital letters for each major word and are no longer than</p>	
<p>6. Citation is correct (SURNAME, NAME, , etc.)</p>	
<p>7. The call for the foonotes is <i>after</i> the punctuation mark</p>	
<p>8. Cross-references have been checked (system___)</p>	
<p>9. Except for titles and subtitles, no text is in bold</p>	
<p>10. I have done a Swisslex check to check the relevant literature</p>	

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