

Manuscript Submission Checklist

- ☐ List of authors, affiliations, and contact information is complete and correct
 - ☐ One author has been designated as corresponding author
 - ☐ Manuscript title is short and informative
 - ☐ The abstract (if applicable) can be read as stand-alone text, and does not exceed 200 words
 - ☐ Key words describing the article have been provided in the manuscript
 - ☐ Relevant subject area(s) have been identified and selected
 - ☐ The manuscript files include all essential elements required for the manuscript type and content (e.g., Title, Abstract, Graphical Abstract (optional), Key Words, Plain language summary (optional), text, Acknowledgements, References, lists of Symbols/Abbreviations/Acronyms, Tables with captions above, Figure captions, labeled Figures, Supplementary Material)
 - ☐ All references mentioned in the References list are cited in the text, and vice versa
 - ☐ The submission meets at least the following minimum formatting requirements:
 - language quality
 - manuscript organization
 - manuscript length
 - page numbering
 - double-spacing
 - continuous line numbering
 - general reference format
 - ☐ A statement of the significance/value of the work is given in the cover letter with an emphasis on how the work contributes to advancing knowledge
 - ☐ Artwork source files have been provided at the appropriate size and resolution (low-resolution versions of figures should be uploaded at initial submission to limit file size)
 - ☐ Permission has been obtained for use of copyrighted material from all other sources
 - ☐ All ethical requirements and standards have been met, and are detailed in the manuscript
 - ☐ All manuscript files and supplementary material files (if applicable) have been uploaded
 - ☐ DOIs and/or links to repository information have been provided in the manuscript (if applicable)
 - ☐ **All information provided online in ScholarOne matches that in the manuscript files**
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