

Manuscript Submission for Review Checklist

These guidelines must be followed to prepare your manuscript for review. There is no charge for submission.

The following information is required during the submission process:

Contact information for all authors:

- ☐ First name, middle initial and last name
- ☐ Institution
- ☐ E-mail address

Contact information for 5 suggested reviewers (selection is at the Editor's discretion)

- ☐ First and last name
- ☐ E-mail address
- ☐ No conflict of interest with the authors including former or current coauthors (within the past 4 years), students, mentors and members of the same academic institution

Answers to the following questions (max 50 words per answer)

- ☐ What is the scientific question you are addressing?
- ☐ What is/are the key finding(s) that answers this question?
- ☐ Why is this work important and timely?
- ☐ Does your paper fall within the scope of GCB; what biological AND global change aspects does it address?
- ☐ What are the three most recently published papers that are relevant to this question? This information will assist the Editors in selecting reviewers.
- ☐ If you listed non-preferred reviewers, provide a justification for each
- ☐ Justification if your manuscript does not conform to author or formatting guidelines (e.g. exceeding word limit)

Graphical Abstract File

- ☐ One figure (diagram or illustration selected from the manuscript or an additional "eye-catching" figure)
- ☐ Accompanying text
- ☐ PNG, JPEG, or WEBP file format

General formatting requirements

- ☐ Lines double-spaced
- ☐ Lines numbered
- ☐ Page size letter (8.5 x 11 inch) or A4 (210 x 297 mm)
- ☐ Margins at least 2.5cm
- ☐ Font Times New Roman, 12 point
- ☐ Do not include chapter numbering
- ☐ Sections are in the order listed below

Standard Manuscript Formatting for Review

Main document

1. Title page

- ☐ Title
- ☐ Running head - 45 characters maximum, including spaces
- ☐ List of authors
- ☐ Institute or laboratory of origin: Where authors have different addresses, use numbered superscripts to refer to each address provided
- ☐ Corresponding author's telephone, and email details
- ☐ Keywords – 6 to 10 words or short phrases
- ☐ Paper type

2. Abstract

- ☐ Meets 300 word limit
- ☐ Final sentence highlights the wider implications and relevance to global change
- ☐ Commentaries and Letters do not have abstracts

3. Introduction

4. Materials and methods

5. Results

- ☐ Tables and Figures embedded
 - ☐ Tables and Figures are accompanied by an explanatory caption
 - ☐ Key aspects are in first 100 characters of each caption
 - ☐ Meets table and figure limits (See "Formatting for Individual Paper Types" on page 4)
- ☐ Reviews, Commentaries, Opinions and Letters do not have Results sections
- ☐ [See Wiley's Guidelines for the Preparation of Figures](#) for more information

6. Discussion

7. Conclusions (Reviews, Opinions, and Reports only)

8. Acknowledgements

9. References

- ☐ APA format – see [Publication Manual of the American Psychological Association, Sixth Edition](#)
- ☐ Meets reference limits (See "Formatting for Individual Paper Types" on page 4)

Supporting information

- ☐ Submitted as a separate file from the main document
- ☐ In the format that you would like it to appear online (will not be typeset)
- ☐ Referred to in the manuscript with a leading capital "S"
- ☐ Full captions are included within the file
- ☐ [See Wiley's Supporting Information FAQs](#) for more information

Paper Types Defined

	Scope	Original Data Included	Format	Handling
Primary Research	present results of completed research project or Meta-analysis	yes	standard	peer-reviewed
Technical Advance	present exciting new research tools, methods, and techniques	if appropriate	standard except results and discussion may be combined	peer-reviewed
Research Review	a specialist subject of topical interest	if appropriate	Up to 10 headings following a logically developed plan, with an Introduction and Conclusion.	peer-reviewed
Opinion	usually a review or re-analysis that challenges prevailing views on a topical issue	if appropriate	Up to 6 sections including an Introduction and Conclusion	peer-reviewed
Report	Expert scientific reports which outline the direction of a relevant research area, integrated experimental network, etc.	no	Abstract, Introduction, up to 20 Sections, followed by a Conclusion/ Recommendations	peer-reviewed at Editor's discretion
Editorials	Editor commentary on an important development in the Journal or background to a SI or VSI	no	no abstract: only contains body, references, tables, figure captions, and figures	not peer-reviewed, Editorial decision
Editorial Commentary	Editor commentary on an important development in the Journal or background to a SI or VSI	no	no abstract: only contains body, references, tables, figure captions, and figures	not peer-reviewed, Editorial decision
Letter to the Editor	Short discussion of recently published articles or topical issues or short articles presenting an alternative or well-reasoned challenge to an article of relevance to the journal	if appropriate	no abstract: only contains body, references, tables, figure captions, and figures	not peer-reviewed, Editorial decision
Response to the Editor	response to a letter	if appropriate	no abstract: only contains body, references, tables, figure captions, and figures	not peer-reviewed, Editorial decision. Published online only.

Formatting for Individual Paper Types

	Primary Research	Technical Advance	Research Review	Opinion	Report	Editorials	Editorial Commentaries	Letters to the Editor	Responses to the Editor
Abstract	✓	✓	✓	✓	✓	X	X	X	X
Introduction	✓	✓	✓	✓	✓	combine into "main body" of text	combine into "main body" of text	combine into "main body" of text	combine into "main body" of text
Materials & Methods	✓	✓	up to 10 sections	up to 6 sections	up to 20 sections				
Results	✓	may be combined							
Discussion	✓								
Conclusions	X	X	✓	✓	✓				
References	✓	✓	✓	✓	✓	✓ *	✓ *	✓ *	✓ *
Figures and Tables	✓	✓	✓	✓	✓	✓ **	✓ **	✓ **	✓ **
Word limit	8000	4000	8000	5000	20,000	500	1000	800	500

* Limit of ten references total

** Limit of two Figures and/or Tables total

Word limits apply to the main body of the text (Introduction, Materials and Methods, Results, Discussion, and Acknowledgements).