

Accepted Manuscript Checklist

The following guidelines must be followed to prepare your manuscript for publication.

General formatting requirements

- ☐ File format is Microsoft Word, Corel WordPerfect, Rich Text Format or Post ScriptPages numbered consecutively. Not PDF.

Standard Manuscript Formatting for Publication

Main document

1. **Title page**
2. **Abstract**
3. **Introduction**
4. **Materials and methods**
5. **Results**
6. **Discussion**
7. **Conclusions (Reviews, Opinions, and Reports only)**
8. **Acknowledgements**
9. **References**
10. **Tables**
 - ☐ Each table is on a separate page
 - ☐ Tables are numbered
 - ☐ Tables are accompanied by an explanatory caption
 - ☐ Each table is referred to in the text
 - ☐ Tables in editable Word or Excel format (NOT embedded in picture format)
 - ☐ Meets table limits
11. **Figure captions**
 - ☐ Captions are listed together as part of the main document
 - ☐ Key aspects of each figure are in first 100 characters of each caption
 - ☐ If in color online and grayscale in print:
 - ☐ Figure legends and captions are appropriate for both color and grayscale versions

Figures

- ☐ Uploaded as separate files and no longer embedded within main text
- ☐ Figure quality of at least 300 dpi
- ☐ If in color online and grayscale in print:
 - ☐ Color figures are understandable when converted to grayscale
- ☐ If multi-panel figures:

- ☐ Each panel is labeled with lower case, bold letters in parentheses (e.g. **(a)**, **(b)**) and referred to in the text in the form Fig. 1a, Fig. 1a,b.
- ☐ [See Wiley's Guidelines for the Preparation of Figures](#) for more information

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

Completed Color Work Agreement Form

- ☐ Required for all papers with figures in color, whether in print or online
- ☐ Upload page 1 as a "Colorwork Agreement" type file

Graphical Abstract

- ☐ 2-3 sentence of abbreviated abstract summarizing your article
- ☐ Is not more than 100 words
- ☐ Is easy to read
- ☐ Figure or other file identified to highlight your article