# **PeerJ Resubmission Checklist**

## 3 key documents

- Rebuttal letter
  - Every change request responded to (from editor and reviewers).
  - o Point-by-point structure (more info).
- Revised manuscript with tracked changes
  - o Identical to revised manuscript, but with all changes highlighted.
  - Tracked changes must be computer-generated (not manually added).
  - o Add with *latexdiff* tool (or similar).
- Revised manuscript
  - Clean new version of manuscript with no tracked changes.
  - Submit as PDF

## **Manuscript**

- Make all the changes listed in your rebuttal letter.
- Author cover page.
- Includes line numbers.
- Acknowledgements section.
- Reference list (replace 'et al' with full author names endnote quide).
- Equations are editable.
- Remove (if present):
  - Competing interests statements.
  - Funding statements.
  - Keywords.
  - Author contributions.
  - Supplemental files, and supplemental file text links, legends, titles or filenames.
- Figures and tables:
  - Embedded in your manuscript text (with titles and legends).
  - Uploaded as separate files.
- All figures and tables cited in correct order e.g. Table/Figure 1 must be cited before Table/Figure 2 and so on...

#### **Authors**

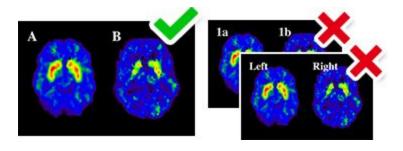
- Author details 100% correct for publication.
- Author details entered online exactly match those on your <u>author cover page</u>.
- All authors have confirmed authorship.

#### Raw data or code

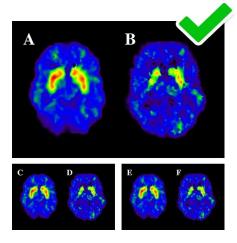
- Raw data or code submitted (<u>why?</u>). Either:
  - As a supplemental file, or
  - o as a link to a repository (<u>recommended repositories</u>).
- Submit raw data or code used to generate stats, tables, figures etc. (inc. when generated, collected or analyzed by others).

## **Figures**

- All figures uploaded in high quality (for publication in your final PDF).
- Authors hold copyright for all figures.
- Submit <u>written permission to use</u> any figures by a non-author.
- Photographs showing faces, either:
  - o completely obscure their faces, or
  - o submit a signed <u>permission letter</u> from each person whose face is shown.
- Figures use colors to differentiate elements for accessibility (<u>more info</u>)
- No titles and legends in the image files.
- 900px minimum, 3000px maximum, on all sides.
- Minimal whitespace included (trim excessive whitespace).
- Upload EPS, PNG, JPG (photographs only) or PDF vector images (no PDF bitmaps).
- Files named with sequential numbering e.g. *Fig1.eps*, *Fig2.png*.
- Multipart figures combined as alphabetically labelled, single images e.g.



• Multipart figures that contain multipart figures, use continuous **alphabetic** labelling e.g.



### **Tables**

- All tables are editable:
  - Submitted as a DOC, DOCX or equivalent.
  - Do not submit JPG or PDF tables within manuscript text.
- Named using sequential numbering e.g. *Table1.doc*, *Table2.doc*.

## **Supplemental files**

- Titles entered (legends are optional).
  - Entered as a complete, publishable, descriptive sentence.
  - Doesn't include filetype (e.g. 'excel file').
- Authors hold copyright for all supplemental files.
- Submit <u>written permission to use</u> any supplemental files by a non-author.
- Large video files (> 30MB) submitted as a video link in the raw data declaration e.g.
  - 'Link to video of Fgfr1 promoter driven GFP in the DG of P7 mice: [LINK]'

## **Funding statement**

- Funding statement is complete. It must:
  - Declares **all** funding/sources of support (external and internal to your org).
  - o Includes **all** financial and grant disclosure information.
  - Ends with the statement 'There was no additional external funding received for this study.'
- Remove funding information from the manuscript text (if present).