

# Revised submission checklist

This document can be used as a checklist for files you should upload to your revised submission.

## \* Required files

Document	Checks
<input type="checkbox"/> <b>Author Response*</b> <i>Response document that goes to reviewers</i>	<input type="checkbox"/> Have you included a point-by-point response to every reviewer's comment (and Editor report, if applicable)? <input type="checkbox"/> Is the file anonymised? (if you originally selected double-anonymous peer review) <input type="checkbox"/> Is this uploaded on "Step 1 – View and Respond to Decision Letter" of the online submission form?
<input type="checkbox"/> <b>Highlighted PDF*</b> <i>Revised document that goes to reviewers</i>	<input type="checkbox"/> Is the file anonymised? (if you originally selected double-anonymous peer review) <input type="checkbox"/> Have you highlighted the changes made in response to reviewers? <input type="checkbox"/> Is the file designation 'Complete Document for Review (PDF Only)' <input type="checkbox"/> Is the document in a PDF format? <input type="checkbox"/> Are figures and tables included?
<input type="checkbox"/> <b>Source File*</b> <i>Revised main file used to create the manuscript</i>	<input type="checkbox"/> Is this a Word, TeX or LaTeX format? <input type="checkbox"/> Is this file clean (no tracked changes/coloured, highlighted text or comments)? <input type="checkbox"/> Does the file contain: <ul style="list-style-type: none"><li><input type="checkbox"/> Full author list with affiliations</li><li><input type="checkbox"/> Corresponding author (that matches submission form) clearly marked along with their email address</li><li><input type="checkbox"/> Any relevant funding information/acknowledgements</li><li><input type="checkbox"/> Ethical statement (if required)</li><li><input type="checkbox"/> Are tables, figure captions, and equations in an editable format?</li><li><input type="checkbox"/> Are equations inserted with a Microsoft Word equation tool, MathType or similar?</li><li><input type="checkbox"/> Has all colour/gray scale and coloured text been removed from tables?</li></ul>
<input type="checkbox"/> <b>Additional Source Files</b> <i>TeX files components or high resolution images (if applicable)</i>	<input type="checkbox"/> Are these files uploaded on "Step 3 – File Upload"? <input type="checkbox"/> Is the file designation "Source Files"?
<input type="checkbox"/> <b>Clean PDF version*</b> <i>An unmarked copy of the manuscript in PDF format to be used as the published Accepted Manuscript version</i>	<input type="checkbox"/> Is this file created from your revised clean Source file? <input type="checkbox"/> Is the file designation "Source Files"?
<input type="checkbox"/> <b>Supplementary material</b> <i>Supplementary files to be published 'as-is' alongside the main manuscript (including video abstracts, if invited)</i>	<input type="checkbox"/> Is this file clean (no tracked changes/coloured, highlighted text or comments)? <input type="checkbox"/> Does the file have a title and description included? <input type="checkbox"/> Is the file designation "Supplementary Data Files"?