Manuscript Submission Checklist

MANUSCRIPT

Abstract
- ❑ Does the abstract contain the four subheadings: Background and Purpose, Methods, Results, and Conclusion?
- ❑ Is the abstract 250 words or less? 150 words or less for Clinical Reports?
- ❑ Does the abstract describe only the most essential aspects of the investigation?

Text
- ❑ Do the major subheadings match the criteria provided in the "AJNR Information for Authors" page?
- ❑ Does the main document contain a list of abbreviations used in the paper? Does it comply with stated guidelines?
- ❑ For trademarked products: Do you provide the manufacturer's name and location?
- ❑ Did you include a Conclusion section, and does it address the purpose or hypothesis?
- ❑ Did you note guidelines followed during the investigation (ie, institutional, National Institutes of Health)?
- ❑ Do the Acknowledgments appear on a separate page?

References
- ❑ Did you follow the format stipulated by *AJNR* when referencing outside works?
- ❑ Have you checked each reference for bibliographic accuracy?
- ❑ Are references numbered in the order they were cited in the text?

Figures
- ❑ Have the most important and least redundant figures been included?
- ❑ Are all image parts of similar size?
- ❑ Is the orientation of each figure correct?
- ❑ Do all figures match the legends? Are they [the figures] correctly labeled and identified?
- ❑ Are any arrows, letters, etc. clearly visible?
- ❑ Are all figures cited in the text and numbered in the order they are cited?
- ❑ Are all color images necessary in understanding the material presented? Could some color images be made black and white without compromising the effect of the figure?

Legends
- ❑ Are all legends written in the present tense?
- ❑ Does each legend describe what is actually seen in the image, as opposed to repeating the main text?

_____

- ❑ Have you supplied a collective listing of figure legends following your references (with or without figures)?
- ❑ Does each legend and its figure support the point being made in the text?

Electronic Image Files
- ❑ Are line art images 1200 DPI/PPI resolution?
- ❑ Are halftone images at least 300 DPI/PPI resolution?
- ❑ Are combination halftone images at least 600 DPI/PPI resolution?
- ❑ Are all figures TIF, EPS, or JPG files?
- ❑ Do your art files contain all markers (ie, arrows, arrowheads, etc.) that are mentioned in the main text?

Multimedia Files
- ❑ Are all multimedia files AVI, MPG, or MOV files?

Tables
- ❑ Does each table have a specific and descriptive title?
- ❑ Are all table abbreviations defined?
- ❑ Are all tables cited in the text and numbered in the order of their appearance?

DOCUMENT

Format
- ❑ Is the manuscript double-spaced (including references, legends, and tables)?
- ❑ Are the manuscript pages numbered?
- ❑ Is the manuscript in Microsoft Word (.doc) or RTF format?
- ❑ Does the title page include the following material: First name, middle initial, last name, complete street address, phone/fax numbers, and e-mail address for the corresponding author?
- ❑ Does the title page list all involved authors?
- ❑ Does the title page include a word count? Does the manuscript comply with stated regular and paid word count limits (4500/5500 for Original Research; 3500/4500 for Clinical Reports.

Legalities
- ❑ Are any required permissions included and ready to send with the manuscript?

Online Submission Site
- ❑ If you are submitting a revision, did you make sure to submit it as a revision and not as a new manuscript?

_____