

Manuscript Submission checklist

Author Information

Email address and affiliation information available for all co-authors. (**Tip:** Make sure that the names and affiliations match in the online manuscript submission system and the manuscript)

Everyone listed as an author has agreed to authorship (**Tip:** consult **ICMJE** Author Criteria).

Manuscript Structure and **Formatting**

The article type is accepted by the journal according to the Journal Guidelines page.

Manuscript must follow the structure of the article template provided on the Journal Guidelines page with particular reference to:

- Abstract and manuscript structure
- Referencing style
- Word count (if provided on the journal author guidelines)

Relevant reporting guidelines have been followed, e.g. **CONSORT**, **PRISMA**, **CARE**.

Each Table, Figure and Supplementary material file is provided as a separate file and is referenced in the manuscript body.

Additional submission information

Cover Letter mentions any relevant submission information such as whether the manuscript is invited, part of a special issue, or in response to a call for papers. (**Tip:** The Cover Letter only needs to be included in the relevant field in the submission system, there is no need to upload it as a separate file)

Plain Language Summary included (optional, if accepted in the journal according to the Journal Guidelines page)

Graphical Abstract included (optional, if accepted in the journal according to the Journal Guidelines page)

Publication charges and licenses

Publication charges, license options and funding options have been checked and agreed to by all co-authors.

For **Open Access publication**, if the first corresponding author has an affiliation associated with a **transformative agreement**, this affiliation is used when registering the affiliation address in the submission system.

Editorial Polices and Publication Ethics

All authors agree with the peer review type used by the journal.

Manuscripts presenting research based on animal or human subjects, materials or data, must have been conducted in compliance with internationally accepted standards for ethical research practice and reporting.

Manuscripts describing patient cases have written informed consent to publish this information including images and video files.

Manuscripts must contain a statement section which includes all of the following:

- An Ethics Statement (Research, Brief Report, Case Report, Methods, Registered Report-Stage 1 and Registered Report-Stage 2, Systematic Review, Data Paper only)

- A Conflict of Interest Statement.

- A Funding Sources statement.

- An Author Contribution statement.

- A Data Availability Statement (Research, Brief Report, Case Report, Methods, Registered Report-Stage 1 and Registered Report-Stage 2, Systematic Review, Data Paper only)