Author’s Checklist

Title of Manuscript:

General matters
☐ 1. This manuscript has not been published elsewhere and will not be published elsewhere.
☐ 2. The manuscript is double spaced on A4 sized paper.
☐ 3. Number of pages is less than 16 (11 pages for Case Reports) excluding tables and figures.
☐ 4. Manuscript file is written in the order of title pages, abstract (including title, abstract, key words), introduction, methods, results, discussion, references, tables and figures.
☐ 5. Consecutive page numbers are marked.
☐ 6. The manuscript is typewritten using Microsoft (MS) Word.
☐ 7. The author has understood and is in compliance with the researcher’s ethics specified in the Submission Guidelines.

Abstract and key words
☐ 1. A structured abstract is described under 4 subheadings for Original Article and one paragraph for Case Report.
☐ 2. It is of no more than 250 words.
☐ 3. Each subheading is of one paragraph.
☐ 4. Three to ten key words are provided.

The main body of the text
☐ 1. References are referred to by Arabic numbers within brackets, according to the order in which they are cited.
☐ 2. The location of tables and figures are marked.

References
☐ 1. Submission rules are observed.
☐ 2. The first six authors are listed if there are more than 6 authors.
☐ 3. Journal titles are abbreviated in accordance with the style of Index Medicus.

Tables and figures
☐ 1. Tables and figures are not superfluous or overlapping, if any.
☐ 2. Tables and figures are consistent with the submission rules, if any.

Authors of this manuscript confirmed the above instructions.

Date 20 . . .

Corresponding author (Signature) ____________________