Authors' Pre-submission Checklist

Manuscript title: _____

Please check (✓) all the following items before submission of the manuscript.

1. General guidelines

- ☐ The manuscript submission contains: (1) original manuscript, (2) this checklist, (3) the copyright transfer agreement, a statement of originality, and a disclosure of conflict of interest.
- ☐ The manuscript should be typed in MS-word with upper, lower, left, and right margins of 30 mm, 10.0 point font size, and line spacing of 200%.
- ☐ Special terminology should be drawn from the 6th edition of *English-Korean Medical Terminology* published by the Korean Medical Association.

2. Title, Running title, Authors, ORCID

- ☐ Title (in Korean & English), Running title (in Korean & English, less than 10 words)
- ☐ Name and address of all authors (in Korean & English)
- ☐ Name and e-mail address of the corresponding author
- ☐ ORCID of all authors

3. Abstract, Keywords

- ☐ Words count of abstract: 160-250 words
- ☐ Keywords : 3-5 words (in Korean and English)
- ☐ The keywords should be drawn from the most recent version of the Medical Subject Heading (MeSH, https://www.ncbi.nlm.nih.gov/mesh) list.

4. Main text

- ☐ Main text should be described according to the type of publication.

5. References

- ☐ Every article that appears in the reference list must be cited in the main text.
- ☐ The number of references should not exceed that specified in the Instructions for Authors.
- ☐ The references should be enumerated and listed in the order they are first cited in the text.
- ☐ The abbreviations of journal titles should be drawn from PubMed or KoreaMed.
- ☐ All references are to be written in English.
- ☐ The references should be formatted as specified by the Instructions to Authors.

6. Tables and figures

- ☐ The table titles and figure legends should be written in English.
- ☐ When quoting tables and figures from other literature, the citation and permission were described.
- ☐ When photographs of patients were used, informed consents were obtained from the patients.

7. When submitting Research article, all three items in this criteria should be satisfied.

Criteria for research article submission. All two item numbers should be satisfied.

No.	Item		Yes or No
1	The study falls into one of three categories	Clinical study directly linked to patient care	
		Epidemiological data or health policy supporting evidence-based medicine	
		Highly practical translational research	
2	The study falls into one of two categories	First study among Korean people	
		Well-standardized and randomly sampled	