

JPR Initial checklist

- ① **Cover letter**
- ② **Title page**
1. Article type
 2. Title (within 25 words)
 3. Short title (within 10 words)
 4. Authors
 - 1) Full name
 - 2) Institution
 5. Corresponding author
 - 1) Full name
 - 2) Institution
 - 3) Address
 - 4) Telephone
 - 5) E-mail address
 6. Number of pages
 7. Number of figures and tables
- ③ **Title page (without authors' names and affiliations)**
1. Article type
 2. Title (within 25 words)
 3. Short title (within 10 words)
 4. Number of pages
 5. Number of figures and tables
- ④ **Manuscript**
1. Format
 - 1) Double spacing
 - 2) Font (11- or 12-pt "Arial" or "Times New Roman")
 2. Abstract

Structured (within 250 words)

 - Review: Purpose, Study selection, Results, Conclusions (Not applicable for a narrative review)
 - Original article: Purpose, Methods, Results, Conclusions
 - Case report: Patients, Discussion, Conclusions
 - Technical procedure: Purpose, Methods, Conclusions
 3. Keywords (three to five)
 4. Text: Section heading format (e.g., 1. Introduction, 2.1. Subjects)
 5. Ethics Committee approval (if applicable)
 6. Informed consent (if applicable)
 7. Animal care guidelines (if applicable)
 8. Acknowledgements (if applicable)
 9. COI declaration
 10. References
 - 1) Vancouver style
 - 2) Square brackets []
 - 3) For more than six authors, mention the first six followed by *et al.*
 11. Figures

e.g., Fig. 1.
 12. Tables

e.g., Table 1.
- ⑤ **Manuscript for double-blind peer review (no author details)**
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 - 2) Font (11- or 12-pt "Arial" or "Times New Roman")
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 6. Informed consent (if applicable)
 7. Animal care guidelines (if applicable)
 8. Remove identifying author information in 5-7
 9. References
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 - 2) Square brackets []
 - 3) For more than six authors, mention the first six followed by *et al.*
 10. Figures

e.g., Fig. 1.
 11. Tables

e.g., Table 1.
- ⑥ **Figures**
1. Format
 - Photographs: tiff, jpg, and png
 - Line art: tiff, jpg, png, and pdf
 2. Graphic resolution
 - Photographs: minimum 600 dpi
 - Line art: minimum 1200 dpi
 3. Figure legends
- ⑦ **Tables**
1. Format (Word, Excel)
 2. Table legends
-
- Letter to the Editor**
1. No abstract
 2. No section heading
 3. Text: 1,000 words or less
 4. Figures/tables: Up to 2
 5. References: Up to 10
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- If the manuscript requires a fourth technical check by the technical assistance office, it is automatically withdrawn.