

Checklist for Manuscripts (Include with Submitted Manuscript)

- [] Statement with submission email notes which author is an ONTA member and if none are authors, then a statement of acceptance of page charges as states in the REVIEW PROCESS section.
 - [] Manuscript has not been published previously or simultaneously submitted elsewhere.
 - [] Manuscript has been critically reviewed by 2 colleagues and their names are provided.
 - [] Formatted as Microsoft Word for Windows or other acceptable format
 - [] Manuscript are formatted and submitted for 8.5 x 11 inch (A4) paper.
 - [] All page margins are 1 set at inch (left, right, top and bottom).
 - [] Manuscript is double-spaced (including tables), and 12 point font is used.
 - [] Text is left hand justified **only**.
 - [] Pages are marked with page numbers in the upper right corner, and line numbers restart on each page.
 - [] Authors are listed under the title with full names and affiliation including department, institution, or company, and location.
 - [] Corresponding author is designated and an email address and complete mailing address (**including postal code, fax and telephone number**) is included for the corresponding author.
 - [] A running head of no more than 60 characters is included under the author affiliations.
 - [] Scientific binomials and other words, symbols that are italicized in Nematropica are either italicized or underlined in the manuscript. **The two styles are not mixed.**
 - [] Tables are cited in numeric order in the body of the manuscript; and any nonstandard abbreviations are explained in table footnotes.
 - [] Captions for figures are listed following "Literature Cited" and tables.
 - [] Figures provided as seperate files can be at least 300 dpi and submitted in jpeg format.
 - [] References are cited in the text by first author's surname and year of publication.
 - [] All references are listed in alphabetical order by authors' surnames and are in the style appropriate for Nematropica described in the guide to authors.
 - [] References are double-checked for the accuracy of each citation and that each is cited in the text.
- All references cited in the text should also be listed in the "Literature Cited."