NEUROFUNCTION

Author's checklist

Title of article: _____

Author(s): _____

Check points	Author	Editorial Staff	
Mandatory components of a manuscript:			
Words count. Manuscripts may be no longer than 6,000 words including all elements for Clinical Articles, 3,000 words for Case Reports excluding references. Please indicate the total word number at the title page.	☐	YES ☐	NO ☐
Manuscript layouts. Manuscript should be prepared in following orders; 1. Clinical Article: title page, inner title page, abstract, introduction, materials and methods, results, discussion, conclusion, references, table, and figure legends. 2. Case Report: title page, inner title page, abstract, introduction, case report, discussion, conclusion, references, table, and figure legends. 3. Review Article: title page, inner title page, abstract, introduction, subdivisions, conclusion, references, table, and figure legends.	☐	YES ☐	NO ☐
Language. Text should be written in fluent, plain, readable American or English-style English or Korean.	☐	YES ☐	NO ☐
Title page:			
Components. The title page must contain all of the followings; clear title, name and affiliation of all authors, information of the corresponding author (address, telephone number, fax number, E-mail address, and ORCID), and running head.	☐	Complete ☐	Incomplete ☐
Authorship limitation. A maximum of four authors may be included on Case Reports and Technical Reports. Clinical Article should have no more than six authors.	☐	YES ☐	NO ☐
Inner title page: Only title of the manuscript is listed. Any information on the authors and corresponding author is not shown on the inner title page.	☐	YES ☐	NO ☐
Abstract:			
Words count. Abstract should have no longer than 250 words for Clinical Articles and 200 words for Case Reports. Please indicate the word number after Keywords.	☐	YES ☐	NO ☐
Key words. Up to six keywords or phrases suitable for use in an index can be given.	☐	YES ☐	NO ☐
Text:			
Format. Text is written in 11 point fonts with double line spacing.	☐	YES ☐	NO ☐
Headings. Do provide appropriate headings and subheadings.	☐	YES ☐	NO ☐
Figures and tables. Cite in numerical order as they are first mentioned in the text.	☐	YES ☐	NO ☐

References:			
Style. References are described following the rules of the Neurofunction.	☐	YES ☐	NO ☐
Options. It is recommended that reference may contain at least one of the articles of NF.	☐	YES ☐	NO ☐
Tables:			
Style. Table style should follow the conventional rules of the Neurofunction. Tables should be self-explanatory, and the data they contain must not be duplicated in the text or figures.	☐	YES ☐	NO ☐
Figures and Figure legends:			
Figure resolution. Author must guarantee the quality of figures. It should be noted that the manuscript could be rejected if print-suitable high quality figures are not provided at the initial phase of submission.	☐	Acceptable ☐	Inadequate ☐
Figure legend. Figure legend should be self-explanatory. Abbreviations should not be used and the present tense must be used for the description. Appropriate description of dyeing method and magnification for histological figure should be provided.	☐	YES ☐	NO ☐
Submission : On-line through homepage of journal of the Korean Society of Stereotactic and Functional Neurosurgery.			
All authors should sign on the copyright release and agreement form in the Neurofunction and upload them together when submission, corresponding author should indicate that he (she) takes full responsibility of authorship from all authors.	☐	YES ☐	NO ☐

Date: _____

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☐ suitable for review process ☐ a qualified consent for submission acceptance ☐ needs author's correction