ASTRO JOURNALS SUBMISSION CHECKLIST

For additional information, see the Author Instructions page for the ASTRO Journals. Submit your manuscript on the Editorial Manager sites for the Red Journal, Practical Radiation Oncology and Advances in Radiation Oncology.

Following these guidelines will expedite processing of your paper.

Title Page

○ Author list with names exactly as they should be published, degrees and affiliations
○ Corresponding author's and statistical analysis author's contact information
○ Conflict of interest and funding statements
○ Clinical trial information
○ Acknowledgments, if applicable
○ Data sharing statement

Anonymized Manuscript

○ Short running title (max. 46 characters and spaces)
○ Abstract of 300 words or fewer
○ Does not exceed length limitations [see the "Article Types and Guidelines" pages for the Red Journal, Practical Radiation Oncology and Advances in Radiation Oncology]
○ Double-spaced, with no line numbering or track changes
○ Include statement on ethics board approval (for studies on human subjects)
○ References listed in the order they are mentioned in text
○ Figure captions listed after references
○ All identifying information is removed, including: author names, institutions, clinical trial numbers/identifiers, ethics board identifiers, file names
○ No references to authors' prior work in the first person – leave in third person or remove identifying information (e.g., replace names with ---, XXX, etc)

Additional Files – Be sure file properties do not reveal author identity!

○ Summary (for some Advances articles) 75 words or fewer
○ Each figure uploaded in separate image files
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○ ICMJE uniform disclosure form for each author
○ Supplementary materials (optional); when possible text, figures, all captions and small tables should be included in one PDF file. Large data tables, animations, audio files and other forms of data files should be uploaded separately in their native format (preferably .xlsx or .csv for tables). Supplementary materials should not include discussion or key analysis

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○ Include a point-by-point response to reviewer(s) letter. No identifying information, please!
○ Only the most recent versions should be included:
  ○ Manuscript (clean and track changes versions)
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○ Only include the clean version of figures, tables and supplements

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