Taylors and Francis

Final Journal Submission Checklist

Use this checklist as a practical pre-submission review. Always compare it with the target journal's current requirements.

Author & Manuscript Details

■	Author names and affiliations are correct.
■	Corresponding-author details are correct.
■	Title and abstract are final.
■	Keywords are final.

Required Documents

■	Main manuscript is final.
■	Cover letter is final.
■	Figures and tables are complete.
■	Supplementary files are included if required.
■	Declarations are complete.

Final Verification

■	Current journal guidelines were checked.
■	Submission portal requirements were reviewed.
■	All files open correctly.
■	A copy of the final submission has been retained.

Note: This checklist is educational and should be checked against the current requirements of the target journal or publisher.