

Journal of Cotton Science

Manuscript Submission Formatting Checklist

Please use this checklist to ensure your manuscript avoids common formatting errors. For in-depth formatting guidance please see the *Publications Handbook and Style Manual*. A submission template is available for authors online.

Cover Page:

- This should be a stand-alone document. Please include the title, discipline, author's names and addresses (designate corresponding author), corresponding authors email address, and any acknowledgments, disclaimers, and/or any abbreviations.
- All identifying information should be placed on the cover page and removed from the manuscript and all other files.

Blind Cover Page:

- The first page of the manuscript should be a blind cover page which only includes the title.

General Formatting:

- Please use page numbers and continuous line numbers.
- Double space the main document. Tables and references may remain single spaced.
- Approve all changes in track changes, remove any comments, and turn off track changes.
- Remove all highlighting throughout the manuscript.
- Supplemental materials should be uploaded as separate files.

Body:

- Manuscripts must conform to accepted standards of English style and usage.
- Use Word equation builder for equations.
- Use metric units unless a specific argument is presented for English units.

Tables:

- Use the table formatting function in Word to create tables. Do not use tabs or spaces to create columns. Do not submit tables as images.
- Table should not contain blank columns or rows.
- Vertical and horizontal lines are not permitted within the data field.
- Ensure that all tables are cited within the text and are in order of mention.
- Tables are on separate pages following references.

Figures:

- Figure captions are listed on a separate page prior to the start of figures.
- Each figure should be located on a separate page at the end of the document. Do not embed within the text.
- Check that all figures are cited in the text and are in order of mention.
- Ensure that figure quality is adequate. TIP: if you zoom in to the figure and lines or text become blurred/fuzzy, the quality is not sufficient.

References:

- Use the author-year system for all references and in-text citations. Numbering should not be used.
- References should be listed alphabetically by author's last name.
- Include the publication DOI address if available. Visit Journal website for more details.
- Verify that all references have a matching in-text citation, and vice-versa.