Checklist for Authors

Title of article: _______________________________________________________________

Mandatory components of a manuscript

☐ Size limit: Manuscripts may be no longer than 20 pages of A4 for Basic Researches, 15 pages of A4 for Clinical Researches, 5 pages of A4 words for Case Reports.

☐ Manuscript layouts: Manuscript should be prepared in following orders: Front Cover, Abstract, Text, Bibliography, Tables, Figures/captions, author’s checklist and Signature of Author(s). Each section must begin on a new page.

☐ Language: Text should be written in fluent, plain, readable American or English-style English.

☐ Proof reading: Proof reading of this manuscript was done by professional me (Name or Company).

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, and e-mail address), and running head.

☐ Authorship limitation: A maximum of four authors may be included on Case Reports and Technical Reports. Original Article should have no more than six authors.

Abstract

☐ Words count: Abstract should have no longer than 200 words for Basic and Clinical Researches and 100 words for Case Reports.

☐ Key words: Up to five keywords or phrases suitable for use in an index can be given.

Text

☐ Structure: Basic Researches and clinical Researches are organized as follows: Introduction, Materials and Methods, Results, Discussion, and Conclusion. Case Reports should be provided in the order of Case Report and Discussion.

☐ Headings: Do provide appropriate headings and subheadings with the following hierarchy

☐ Figures and tables: Cite in numerical order as they are first mentioned in the text.

References

☐ Style: References are described according to the rules of the Korean Journal of Thoracic and Cardiovascular Surgery.

☐ Options: Authors are highly encouraged to cite Korean publications. All Korean references must be translated into English if possible.

Tables

☐ Style: Tables are described according to the rules of the Korean Journal of Thoracic and Cardiovascular Surgery. Tables should be self-explanatory, and data should not be duplicated in the text.
Figures/Images

☐ **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.

☐ **Figure legend:** Figure legend should be self-explanatory. The present tense must be used for the description. Appropriate description of dyeing method and magnification for histological figure should be provided.

Submission

☐ Authors are requested to submit their manuscripts electronically by using the online manuscript submission system, available at: http://www.ktcvs.or.kr/journal/

All authors should sign on the copyright release and agreement form, and corresponding author should indicate that he (she) takes full responsibility of authorship from all authors.

Date: __________________________

Corresponding Author's Name: __________________________ Signature________________________

Editorial office use only

☐ suitable for review process ☐ a qualified consent for submission acceptance

☐ needs author's correction

Date: __________________________