



## Journal of Fitness, Wellness, and Human Performance

# MANUSCRIPT CHECKLIST FOR SUBMISSION

Manuscript Title: \_\_\_\_\_

Authors: \_\_\_\_\_

Type of Submission/Study(required): \_\_\_\_\_

**REQUIRED CONTENTS** – Please acknowledge that you have completed/included the following in your submission by **initialing each line**. Submit this completed form as a supporting document in the submission portal.

1. One blinded copy of manuscript in Microsoft Word format, using running line numbers.
  - a. Paper is fully blinded with no identifying information. \_\_\_\_\_
  - b. Confirm both the in-text citations and the reference list are in correct formatting.  
\_\_\_\_\_
  - c. No first-person language present \_\_\_\_\_
  - d. Line numbers are present. \_\_\_\_\_
  - e. Title is present on page 1 and is NOT in all caps. (First letter of each word capitalized with the exception of prepositions which should be all lowercase unless following a period or colon).
    - i. Example: **This is the Title of the Paper**
  - f. The abstract is present in the manuscript, correctly formatted, 300 words or less, and keywords present.  
Keywords should be all lowercase unless proper nouns. \_\_\_\_\_
  - g. Each section header within the text is ALL CAPS and bold. Sub headers in bold and italics and the first letter of each word (not including prepositions) capitalized. \_\_\_\_\_
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***Sub-header Here***  
*Additional Sub-header* (if needed use italics for these)
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5. Figures and images are embedded in the text as jpeg/jpg files and labeled appropriately. \_\_\_\_\_
6. For authors whom English is not a first language, please be sure that the manuscript has been reviewed by an English-speaking author for proper American English spelling, grammar, and overall writing style. This allows for a much faster review process once submitted. \_\_\_\_ (or leave blank if not applicable)

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