For some manuscripts, the following may be applicable and required:

- Abstract
- Cover letter
- Neurology
- Title Page
- Forms and Checklists

need to provide a title page:
- Title page is automatically composed from metadata entered by the author.
- Author's declaration that all authors and contributors have agreed to conditions noted on the Authorship Agreement form.

For some manuscripts, the following may be applicable and required:

- Indication that the Methods section includes a statement that an IRB or regional review board has approved the use of humans for this study and list the name and number of the approving ethical board.
- Indication that the author has received consent forms from any participant in a study and has them on file in case they are requested by the editor. For a retrospective analysis that is IRB-approved, state if approval from an ethical standards committee to conduct this study was received or documentation that the requirement for consent was waived or not required.
- Indication that the author has received a consent-to-disclose form for all case reports. For other manuscript categories, a consent-to-disclose is required for any figure or video of a recognizable person, as included in the Research Ethics and Informed Consent section.
- In addition, authors may include a brief statement highlighting the main findings of the study and how these add to what is already known on the topic. This is an opportunity to put the findings into context and to highlight their value to the editors.

Title Page

Title page is automatically composed from metadata entered by the author; the following will be requested on upload screens: you do not need to provide a title page:

- Title (140 characters or less, including spaces punctuation, and subtitle).
- Use widely accepted abbreviations in title.
- All authors with highest degrees and institutions.
- Indicate study sponsorship or funding information
- Specify who completed the statistical analysis and list affiliation(s).
- Notify of posting on a preprint server (e.g., bioRxiv) and doi number, if applicable.
- Include word counts for Abstract and text and character count for the title.
- Include number of references, tables and figures.
- Indicate if there are “supplementary data” to the manuscript (e.g., Teaching Slides, Videos).
- Provide five or fewer Search Terms
- List disclosures for all authors. If one or more authors have no disclosures, include the following: “Dr. Doe reports no disclosures.”

Forms and Checklists

- Upload a copy of the completed Reporting guideline checklist.

Consult the EQUATOR Network website for study types

Abstract

- Research Articles- Structured abstract (350 words or fewer)
- C/S Notes – Structured abstract (200 words or fewer)
- Contemporary Issues in Practice, Education & Research, Reviews, Research Methods in Neurology, Historical Neurology-Unstructured abstract (350 words or fewer)

**NOTE: THIS CHECKLIST IS FOR AUTHOR USE ONLY; DO NOT UPLOAD WITH MANUSCRIPT**