



Medical University of South Carolina ARROW External Editing Application

Today's date _____

Full Name _____ MUSC College _____

Department/Divison _____ Faculty Rank _____

Primary contact email _____ Primary contact phone number _____

Provide justification for how additional responsibilities or other complications due to the pandemic limited your productivity:

Journal _____ Article type _____

or

Type of publication _____

Publication title _____

Deadline _____

Level of editing needed copy editing formatting substantive editing [*How to determine what level of editing is needed](#)

Is this your final version? yes no, I still have additions/changes (please explain below)

Manuscript checklist:

- | | | |
|---|--|--|
| <input type="checkbox"/> Author names | <input type="checkbox"/> Manuscript sections: abstract, introduction, methods, results, discussion | <input type="checkbox"/> Conflict of interest statement, if applicable |
| <input type="checkbox"/> Author affiliations | <input type="checkbox"/> Acknowledgments and funding sources | <input type="checkbox"/> Data availability statement, if applicable |
| <input type="checkbox"/> Corresponding author address and contact information | <input type="checkbox"/> References | <input type="checkbox"/> Reviewer comments (please include if previously submitted to this or other journal) |
| <input type="checkbox"/> Title | <input type="checkbox"/> Figure legends | |
| <input type="checkbox"/> Short title | <input type="checkbox"/> Figures | |
| <input type="checkbox"/> Keywords | <input type="checkbox"/> Tables | |

Any additional information/notes to the editor: