

# Submission Checklist

## North African Journal of Food and Nutrition Research

Dear Contributors,

While a thorough review of the Author Guidelines (<https://najfnr.com/home/instructions>) remains essential, the following checklist provides a concise overview of key preparation steps for manuscript submissions to the *North African Journal of Food and Nutrition Research (NAJFNR)*. Please note that manuscripts failing to adhere to these guidelines may be returned to the author for revision.

### Preparing your manuscript for submission

- My manuscript directly addresses the research areas outlined in the journal's Aims and Scope
- My manuscript aligns with one of the journal's 10 specific areas of interest
- My manuscript has been edited for grammar, spelling, consistency, and clarity
- My manuscript is original and not being considered for publication elsewhere nor is it published elsewhere
- As applicable per the journal manuscript submission guidelines, I have properly anonymized my manuscript by removing any identifying information from the main document and including it on the "Title Page" instead

### My "Title Page" includes the following information

- The full article title;
- The full list of authors. Complete names and academic affiliations are required for all coauthors;
- Each author contributing to the manuscript has actively participated in the research to the extent that he can take public responsibility for designated portions of the content.
- Corresponding author contact information: name, institutional address, phone/fax, email
- Acknowledgments and credits
- Grant numbers and/or funding information
- Conflict of Interest statement

### Main Document (anonymized)

- I have secured permission to reproduce all copyrighted figures, illustrations, tables, lengthy quotations, or other material previously published elsewhere
- My manuscript follows the word limit and table/figure limits for its specified manuscript type as stated in the journal guidelines
- My manuscript follows the required styling, i.e., margins, font, size, etc.
- My manuscript is in Microsoft Word format (.docx)
- My manuscript includes the sections outlined in the manuscript submission guidelines
- I have used headings and subheadings as outlined in the manuscript submission guidelines to organize the content of my manuscript, for instance Abstract, Introduction, Materials & Methods, Results, Discussion, and Conclusion
- I spent time carefully crafting and writing the abstract to increase the likelihood of reviewers agreeing to look at my paper and have followed any specific manuscript submission guidelines in how the abstract should be structured
- My manuscript follows the relevant EQUATOR Network reporting guidelines, depending on the type of study. The EQUATOR wizard can help identify the appropriate guideline (<https://www.equator-network.org/>)
- Clinical trials are registered in a WHO-approved public trials registry at or before the time of first patient enrollment. The trial registry name and URL and registration number are included at the end of the abstract
- Any medical research involving human subjects was conducted according to the World Medical Association Declaration of Helsinki
- If my manuscript reports animal and/or human studies, the methods section includes relevant **Ethics Committee** or **Institutional Review Board (IRB)** approval, including the full name and institution of the review committee, and the **Approval number**

- If my manuscript reports on human studies, the methods section includes participant informed consent information, including whether informed consent was written or verbal. If informed consent was verbal, information on how consent was recorded is included
- If my manuscript reports on individual cases or case series, a statement regarding informed consent is included in the manuscript text. The statement notes that written, informed consent for patient information and images to be published was provided by the patient(s) or a legally authorized representative.
- All in-text citations conform to the journal's referencing style
- Every in-text citation has a corresponding citation in the reference list and each reference list citation has a corresponding in-text citation. Corresponding citations have identical spelling and year
- Each table has a clear and concise title.
- All figures are numbered consecutively in the order in which they appear in the text
- All figures include figure captions
- Figure resolution is 300 dpi as outlined in the journal guidelines
- Appendices are lettered to distinguish them from numbered tables and figures
- Appendices each have a descriptive title
- I have cross-checked the text for accuracy against the appendices
- My references are formatted according to the style as outlined in the manuscript submission guidelines (APA style 7<sup>th</sup> edition)
- All in-text citations have been verified to not originate from predatory or fake journals/publishers as outlined in the journal's guidelines.
- My supplementary material (if applicable) are one of the accepted file types

#### What you will need to submit your manuscript

- Two Files: At a minimum, your “**Manuscript**” do not change the name (anonymized, if applicable) main document, formatted using the checklist above and that as outlined in the manuscript submission guidelines, and “**Title Page**” with all identifying information, as instructed above
- Keywords
- Complete list of authors, with their institutional affiliations. See above for more information on what constitutes authorship
- The corresponding author will need an updated ORCID ID.
- Funder information: Name, grant/award number
- The number of figures, tables, and words in your manuscript; you are responsible for checking the word limit/reference limit of the journal, as failure to adhere to such limits may lead to the paper being denied consideration
- Conflict of Interest statement
- You will be asked to indicate if the project was sponsored or funded and if so, by whom
- If you have posted your manuscript to a preprint's server, you will be asked to supply the DOI (this does not prohibit submission, but no changes should be made to the preprint version while your manuscript is under evaluation)

#### *This checklist is provided to help you prepare your submission. It should be submitted with your manuscript*

Please check the manuscript submission guidelines for all the full list of requirements. Please take the time to carefully look through the manuscript ensuring that all figures, formulas, and equations have converted properly/not been scrambled. If not spotted this may lead to delays when the paper is sent to reviewers.

For more information on article submission check out this at: <https://najfnr.com/home/about/submissions>