

Author's checklist

Research Ethics Guidelines

- 1 The manuscript has not been previously submitted for publication to other journals. The “Good Publication Practice Guidelines for Medical Journals 2nd (https://kamje.or.kr/intro.php?body=publishing_ethics)” was applied for the bioethics and the patient's agreements. Yes No

Preparation of Manuscript

- 2 The manuscript is arranged in the following order: title page, blind title page (title only), English abstract, Korean abstract, introduction, materials and methods, results, discussion, conclusion, references, tables, figure legends and figures. Yes No
- 3 Pages are numbered consecutively from the English abstract to figure legends on the last page. Yes No
- 4 The text is double-spaced and each page contains less than 100 characters per line and less than 30 lines. Yes No
- 5 The total length from the English abstract to the references (excluding title page, tables, figure legends, and figures) is not more than 10 pages for original articles and 5 pages for case reports. Yes No

Title page

- 6 In the title page, the address for correspondence (including telephone number, fax number, and e-mail address) is placed both in Korean and English, and acknowledgement is also included, if any. Yes No
- 7 Information on the name(s) and affiliation(s) of the author(s) are not disclosed in the manuscript except the title page. Yes No

Abstract

- 8 The abstract states the purpose, materials and methods, results, and conclusion in each paragraph in a brief and coherent manner. Case reports are written as one unstructured paragraph. Yes No
- 9 The abstract for original article is in structured format up to 250 words and 500 characters for English abstract and Korean abstract. The abstract for case report is in unstructured format up to 150 words and 350 characters for English abstract and Korean abstract. Yes No

References

- 10 References are formatted according to the style required by Archives of Hand and Microsurgery. All references are cited in the text. Yes No

Figures

- 11 The resolution of figures is set to a minimum of 300 dpi and the size of the image file is less than 2 MB. Yes No
- 12 If portraits are included, no writing that could identify a patient was left. Yes No
- 13 Any figures or illustrations previously published are accompanied by the consent of the copyright holder which is indicated below the figure. Yes No
- 14 Figures are numbered in the order in which they are mentioned in the text. Yes No

Tables

- 15 Tables are understandable, self-explanatory without references to the text, and are numbered in the order in which they are mentioned in the text according to instructions. Yes No
- 16 If an abbreviation is used in a table, it is defined in a footnote below the table. The symbols are used in the following order: *, †, ‡, §, //, ¶, **, ††, ‡‡. Each symbol is also defined in a footnote Yes No

In consideration of the review and/or editing of the material submitted for publication in Archives of Hand and Microsurgery, the author(s) hereby agree as above.

Author Name (First author or Corresponding author):

(Signature)