Author’s Checklist

Please use this worksheet as you prepare and/or review your manuscript for errors and style. If the final version of your manuscript affirmatively answers the questions below, it will move through the publication system more promptly. Check off each question after all revisions have been made.

1. Are the title and name, address, and affiliation of the author(s) correct and current? Did you provide an email address, telephone number, fax number, and a street address (no PO Boxes) for delivery of reprints and galley proofs?
   - Yes
   - No

2. Are an abstract and a list of key words included?
   - Yes
   - No

3. Are all numbers, equations, and special characters (e.g., Greek letters, math symbols, etc.) marked clearly and used correctly and consistently in the text, tables, and figures? Are similar characters (e.g., capital L, lower-case l, and number 1; letter O and number 0) clearly distinguishable?
   - Yes
   - No

4. Are all equations, if any, numbered consecutively throughout the text?
   - Yes
   - No

5. Are all figures, if any, numbered consecutively throughout the text? Is each figure mentioned in the text in consecutive order? Is each figure an original (no photocopies, thermal prints, or dot matrix prints)?
   - Yes
   - No

6. Does each figure match its caption? Are all special characters, Greek letters, numbers, and abbreviations consistent with the text?
   - Yes
   - No
7. Are all tables, if any, numbered consecutively throughout the text? Is each table mentioned in the text in consecutive order?
   - Yes
   - No

8. Are the references numbered consecutively throughout the text? Is each reference mentioned in the text in order?
   - Yes
   - No

9. Does each reference contain all required information according the NACE Style Manual?
   - Yes
   - No

10. Did you provide a reference each time you referred to the work of others, including common applications and theories, no matter how common the work may be?
    - Yes
    - No

11. Are all measurements expressed in metric (SI) units? The actual unit of measurement used should be stated first. If the actual unit is a U.S. customary unit, it should be followed with the metric (SI) equivalent in parentheses. Measurements in tables and figures should follow the same guideline.
    - Yes
    - No

12. Are Unified Numbering System (UNS) numbers, specification numbers, or chemical compositions given for all commercial-grade alloys and materials? Are UNS numbers, specification numbers, or chemical compositions used in place of material trade names wherever possible?
    - Yes
    - No

13. Did you provide the full name and correct, standard-format formula for all chemicals (other than the periodic elements) and other non-alloy materials? (Formulas should be in parentheses after the first reference and should be used exclusively on subsequent references).
    - Yes
    - No

14. Are all materials, chemicals, alloys, equipment, etc., referred to consistently throughout the paper?
    - Yes
    - No
15. Are all abbreviations (other than symbols for the periodic elements) spelled out on first reference? Are they used consistently throughout the paper?

- Yes
- No

16. Have trade names and trademarks been replaced with equivalent generic terms wherever possible? Are any trade names that must be used clearly identified as such with a “dagger” symbol (†) and appropriate footnote? Generally, trade names should be limited to instrumentation and equipment. Use each trade name only once in the text.

- Yes
- No

17. Is the text written such that any reader can clearly distinguish between current and past work and between current work and theoretical assumptions, speculation, or hypotheses based on the experiments conducted? In general, you should use past tense to report specific findings and events of the current work. Use speculative tenses (would have been, should have been) to report on hypothetical or assumed, but not tested findings. Use present tense (is, are) only for unchanging scientific truths or to refer to presentations in figures and equations (i.e., “Figure 4 shows…” and “the results suggested …”)

- Yes
- No