Journal of Industrial Ecology - Author Checklist

Our aim is to get your manuscript, if accepted, published online as soon as possible. You can help this process by adhering to the items on this checklist, which represent typical issues that—if overlooked—can delay the time to publication. The questions below are just reminders. **Full details regarding style and formatting can be found in the Author Guidelines document.** Templates for manuscripts are available at http://jie.click/templates.

When submitting your manuscript to the JIE for its initial submission, please consider these key questions:

☐ Is the manuscript in **Microsoft Word format** (or, alternatively, a LaTeX-compiled PDF)?

☐ Is the manuscript **6,000 words or less** (excluding references and tables)?

☐ Is the *combined total* **number of manuscript figures and tables** no more than 8?

☐ Are all **author names and affiliations** listed on the first page of the manuscript?

☐ Are **figures uploaded as separate image files** in *high resolution* PDF, TIFF, or EPS format?

☐ Is **supporting information (SI) uploaded in separate files** in Microsoft Word or Excel format? Please use the templates provided at http://jie.click/templates.

☐ Are all **figures, tables, and SI files mentioned**/called out in the manuscript?

☐ Have you complied with the JIE's **data accessibility requirements**? See http://jie.click/dataaccessibility.

When preparing your revised JIE submission after receiving a provisional acceptance, please consider these key questions:

☐ If your **manuscript title** contains acronyms, are these **acronyms in spelled out form** (unless doing so would make the title awkwardly long)?

☐ Are **6 keywords/phrases** (including "industrial ecology") listed on the first page?

☐ Is the **corresponding author**'s name and contact information listed on the first page?

☐ Were the **figures checked** for spelling mistakes and missing labels (units, axis, legends)?

☐ Are the tables supplied as **editable Microsoft Word tables** (not as embedded images)?

☐ Are the tables complete with **no missing column headers** and **no blank cells** (or with footnotes to explain)?

☐ Are all **acronyms or abbreviations** defined in figure captions and/or table footnotes?

☐ Are all **manuscript references cited**, all citations referenced, and do citations and references follow APA style (American Psychological Association, http://jie.click/interactiveguide)?

☐ Has a **Funding Information section** been included (separate from Acknowledgments) that identifies all funding sources for the research relevant to your current manuscript?

☐ If the manuscript is in **LaTeX format**, have all LaTeX files been included, in addition to the LaTeX-compiled PDF of the manuscript?

☐ If the supporting information (SI) is in LaTeX format, have all **SI LaTeX files** been included, in addition to the LaTeX-compiled PDF of the SI?

☐ Does the first page of your SI include a very **brief paragraph summarizing** its contents?

☐ Are **SI tables/figures/appendices** numbered in a clear, consistent manner as in http://jie.click/authorguidelines?

☐ Are **references provided in the SI** for all citations appearing in the SI (in APA style)?

Note: Adherence to the checklist does not guarantee acceptance for publication, but it does speed up publication if your paper is accepted.