**SUBMISSION CHECKLIST FOR THE AUTHOR**

**Yes No**

|  |  |  |
| --- | --- | --- |
| The Turkish and English titles of the article are correct | ☐  | ☐  |
| The title in the language of the article is written first | ☐  | ☐  |
| Does the Turkish title of the article have the appropriate font and format? **It should be in Times New Roman, 12-point, in uppercase letters, and bold. The line spacing should be 1.5, with 0pt before and after.** | ☐  | ☐  |
| Does the English title have the appropriate font and format? **Below the Turkish title, it should be in Times New Roman, 12-point, with the first letter capitalized and bold. Abbreviations should not be used, the line spacing should be 1.5, with 0pt before and after.** | ☐  | ☐  |
| The author order is correct | ☐  | ☐  |
| Are the headings "ÖZ" and "ABSTRACT" written according to the formatting rules? **They should be in Times New Roman (TNR), 12-point, in uppercase letters, and bold. There should be 10pt before and after, with 1 line spacing.** | ☐  | ☐  |
| The abstract text should be written in 10-point font, with single line spacing, 0pt before, and 10pt after | ☐  | ☐  |
| For Turkish articles, the Turkish abstract contains no more than 200 words | ☐  | ☐  |
| For English articles, the English abstract contains no more than 200 words | ☐  | ☐  |
| The Turkish and English keywords are written in alphabetical order | ☐  | ☐  |
| "Keywords" is written as one word | ☐  | ☐  |
| "Anahtar kelimeler" is written separately, with only the first letter of the first word capitalized, and a period is placed at the end | ☐  | ☐  |
| The "Anahtar kelime" and "Keywords" sections should have 0pt before and 10pt after | ☐  | ☐  |

**For the English article, refer to the formatting rules for the following headings:**

**Introduction, Results, Materials and Methods, Conclusion and Recommendations** ☐ ☐

|  |  |  |
| --- | --- | --- |
| Main headings should be in uppercase, left-aligned, with 1.5 line spacing, 0pt before, and 10pt after | ☐  | ☐  |
| In-text references are included in the bibliography | ☐  | ☐  |
| The references listed in the citations are included in the text.  | ☐  | ☐  |
| The References section and citations are written according to the formatting rules | ☐  | ☐  |
| The references are listed in alphabetical order | ☐  | ☐  |
| The "References" heading and section are written in the appropriate font and formatting rules | ☐  | ☐  |
| In in-text citations, for works with three or more authors, it has been ensured that there is no comma before "and" | ☐  | ☐  |
| In Turkish articles, for three or more authors, "&" is used, and in subsequent citations, "et al." is written. In the text, it is written as "(et al. or and others)". | ☐  | ☐  |
| In English articles, for three or more authors, "&" is used, and in subsequent citations, "et al." is written | ☐  | ☐  |
| The indentation at the beginning of paragraphs is in accordance with the formatting rules (1 cm indentation at the start of each paragraph) | ☐  | ☐  |
| re the subheadings separated from the main headings? **(Subheadings are in uppercase for each word, left-aligned, with 0pt before and after, and 1.5 line spacing.)** | ☐  | ☐  |
| A decimal point has been used in the expression of decimal numbers throughout the text | ☐  | ☐  |
|  There are no subheadings with unnecessary uppercase letters and bold font | ☐  | ☐  |
|  There are no vertical lines in the tables, and the table borders and lines comply with the formatting rules  | ☐  | ☐  |
| The table layout and the font size and style of the text within the table are appropriate (10-point font for the table, 1 line spacing, 0pt before **and after)**  | ☐  | ☐  |
| The table title is placed above the table and in the correct font (Times New Roman, 10-point). The table title is in 10-point font, with 1 line spacing, 10pt before. There should be a space (10-point font, 1 line spacing, 0pt after) after the table title  | ☐  | ☐  |
|  The figure title is in **Times New Roman, 10-point font**. The figure title is in **10-point font, with 1 line** spacing.  | ☐  | ☐  |
| If there are acknowledgments, support, or other notes after the conclusion heading, they can remain. There is no conflict of interest or author contributions (these are included on the title page) | ☐  | ☐  |

**References**

|  |  |  |
| --- | --- | --- |
| The references are listed in alphabetical order, in 10-point Times New Roman font, with single line spacing and 0pt before and after. | ☐  | ☐  |
| The "References" heading and section are in the appropriate font and formatting rules | ☐  | ☐  |
| A line space is left after each reference | ☐  | ☐  |
| The citation rules for references, as outlined on the provided link (https://dergipark.org.tr/tr/pub/inonusaglik/writing-rules), have been followed. | ☐  | ☐  |