

Submission Checklist for OSA Journals

	Which OSA Journal is most appropriate for your paper?
	Did you apply the correct <u>manuscript template</u> for Word or TeX when preparing your paper?
	Review the <u>Copyright Transfer Agreement</u> and obtain necessary clearances prior to submission. Have you have obtained <u>permission</u> and given appropriate attribution to reuse figures, images, or other material from other sources?
	Review the OSA Ethical Guidelines, in particular the expectations of authors.
	Have your co-authors approved the manuscript? Is the co-author listing accurate?
	Compile contact information for all co-authors.
	Identify the funding agency(s) for your research results.
	Is a cover letter required? A response to previous reviews is required for all resubmissions. <i>Optica</i> requires a cover letter for all submissions.
	Optics Express and Optics Letters: A novelty and impact statement is required.
	Are you submitting <u>supplemental material</u> ? Did you follow the guidelines for labeling the material in your manuscript?
П	Review the publication fees that are applicable to your selected journal