

Checklist for submitting a revised Research Letter manuscript

In addition to addressing the items noted in the decision letter regarding your manuscript, ensure that your revised manuscript adheres to the guidelines below. For full submission details, [visit the JCI Insight website](#).

Required files

Manuscript

- ☐ Maximum 1,200 words: all text including title page, main text, references, and figure legend or table but EXCLUDING the Funding Support and AI Funding sections (described below).
- ☐ PDF of a clean version of the entire manuscript; include references and figure/figure legend or table if applicable.
- ☐ PDF of a marked-up version of the entire manuscript showing revisions and beginning with a point-by-point response to reviewer comments.
- ☐ Word or RTF file of all text of the submission, including references and, if applicable, figure legend or table/figure legend (but not figure, markup, or point-by-point responses).

Clinical studies

- ☐ For clinical studies, where applicable, a single PDF file of completed [ICMJE uniform disclosure forms](#) from all authors.

Figure

- ☐ Publication-quality figure in TIFF format. See [instructions for figure preparation](#).

Blot and gel images

- ☐ For any figure showing a cropped blot or gel: a PDF, PPT, or PPTX file that shows the entire unedited images.
- ☐ Annotate each as, e.g., “Full unedited gel for Figure 2B.”
- ☐ Clearly indicate which bands were used for the figure.
- ☐ [View Journal policy on gel/blot images here](#).

Supplemental material

- ☐ Display items limited to four (4) (figures or tables).
- ☐ Provided as:
 - ☐ (a) (if applicable) a PDF in which reviewer-requested changes are highlighted;
 - ☐ (b) a clean, publication-quality PDF.
- ☐ Before submission, carefully review all supplemental files; they will not be checked by a copy editor. The Journal is not responsible for any errors contained in supplemental material.
- ☐ Acknowledgments of, e.g., other scientists for help, advice, or gifts of drugs.

Supporting data values

- ☐ XLS file (distinct from any other supplemental material) providing data values for all graphs, and values behind any reported means in the main text or supplemental material.
- ☐ Combine all values into a single document, with a separate tab for each applicable figure part.
- ☐ Before submission, carefully review your file; it will not be checked by a copy editor. The Journal is not responsible for any errors contained in Supporting Data Values.
- ☐ For details, see [How to prepare a Supporting Data Values file](#).
- ☐ [View Journal policy on supporting data](#).

Large data sets

- ☐ Large data sets for high-throughput sequencing data are deposited in a MINSEQE-compliant public database.
- ☐ Proteomics data are deposited in a MIAPE-compliant public database.
- ☐ Accession numbers are provided in the Data Availability paragraph and entered with the details of your submission in the Journal submission site.
- ☐ If there are restrictions on accessibility or availability of large data sets, you may request an exemption from the Editors. State the basis for the exemption in the Data Availability paragraph and in the submission site.
- ☐ [View Journal policy on large data sets here](#).

Formatting and style

- ☐ Limit of 1 display item (figure or table).
- ☐ Double spacing throughout, including references.
- ☐ All pages are numbered.

Abbreviations and acronyms

- ☐ [Standard JCI Insight abbreviations and acronyms](#) are used without definition.
- ☐ All other abbreviations and acronyms are spelled out at first use (with the abbreviated form appearing in parentheses) and used without definition thereafter.

Gene names and symbols

- ☐ Gene names and symbols conform to official [NCBI Gene Nomenclature](#).
- ☐ Presented according to [JCI Insight Gene nomenclature and style](#).

Italicization

- ☐ Generally reserved for gene symbols, genotypes, and species names.
- ☐ Terms such as *in vivo*, *in vitro*, etc., are not italicized.

In-text citations

- ☐ Unpublished data, manuscripts in preparation/under review, and personal communications are cited parenthetically in the text, not as numbered references; e.g., “(Jane L. Doe, UCLA, Los Angeles, California, USA, unpublished observations).”
- ☐ Note: Written permission is submitted to cite unpublished observations by individuals external to the author’s research team (email is sufficient).

Reference citations

- ☐ Appear in parentheses preceded by a space, e.g., “as described previously (1, 2)”;
- ☐ “several research groups (3–5) have found.”
- ☐ No superscript, boldface, italics, etc.

Figure or table callout, if applicable

- ☐ “Figure” or “Table” is spelled out.
- ☐ The callout appears in parentheses (no boldface or italics) unless grammatically part of the sentence: “the levels increased (Figure 1)”;
- ☐ “data shown in Table 1.”
- ☐ Parts are called out as follows: “Figure 1A,” “Figure 1, A and B,” “Figure 1, B–D.”
- ☐ Images and data sets should generally only be presented once in a manuscript. Any instances in which images or data sets, including control data, are presented in multiple figure panels in the manuscript or supplement must be explicitly described in the figure legend. Any images or data that have been previously published elsewhere must also be clearly described.

Manuscript preparation and required reporting

The following reporting may appear in the main text or supplemental material.

- ☐ Complete manufacturer name (omit location) is provided for each proprietary item used.
- ☐ For animal models, precise genotype, strain, number of backcrosses, sex, age, and source are specified.
- ☐ Antibodies
 - ☐ Commercial: Source and catalog/clone number are specified for each.
 - ☐ Custom: Generation of antibodies is described (or an appropriate reference is cited).
- ☐ Source of all cell lines used is indicated.
- ☐ Demographic information ([see details here](#))
 - ☐ Any demographic terminology adheres to [NIH guidelines](#) or other applicable authoritative standards on reporting race and ethnicity.
 - ☐ Descriptors for any demographic identities are clear, unbiased, and up-to-date.
 - ☐ Specify whether the participants or investigators made the classifications; and whether the options were defined by the investigators or participants.
- ☐ Sex as a biological variable.
 - ☐ Stand-alone paragraph in the main text or supplemental material for any studies involving humans and/or animal models.
 - ☐ Detail how the study design accounted for sex as a biological variable. Indicate which sex(es) were involved; if only one sex was involved, provide a rationale for this and explain whether the findings are expected to be relevant for more than one sex.
 - ☐ If sex was not considered as a biological variable, state this in the paragraph.
 - ☐ See [Editorial policies and practices](#) for examples.
- ☐ Statistics
 - ☐ Stand-alone paragraph.
 - ☐ The *P* value used to determine significance of differences is specified; e.g., “*A P* value less than 0.05 was considered significant.”
 - ☐ Analysis appropriately corrects for multiple comparisons (more than 2 groups) and for repeated measures (multiple measurements within subjects).

- ☐ If samples were excluded from the analysis, a statement describes inclusion/exclusion criteria.
- ☐ Study approval
 - ☐ Stand-alone paragraph.
 - ☐ Declaration of approval of human and/or animal studies, specifying the official name and location of the applicable institutional review board(s).
 - ☐ For human studies, a statement indicates receipt of written informed consent from participants and/or their parents/guardians.
 - ☐ For use of photographs of participants, a separate statement of written informed consent is included.
- ☐ Data availability
 - ☐ Standalone paragraph.
 - ☐ Provide a callout to the Supporting Data Values XLS file ([described above](#)).
 - ☐ Specify how supporting analytic code for the work can be accessed.
 - ☐ Large data sets sets for high-throughput sequencing studies must be deposited in a MINSEQE-compliant public database; and proteomics data in a MIAPE-compliant database. Provide the accession number(s) here.
 - ☐ If there are restrictions on accessibility or availability of large data sets, you may request an exemption from the Editors. State the basis for the restrictions in the Data Availability paragraph and in the Journal submission site.
- ☐ Author contributions
 - ☐ The contribution of each author (identified by initials) is specified; e.g., designing research studies, conducting experiments, acquiring data, analyzing data, providing reagents, writing the manuscript. Multiple contributions may be listed for a single individual, and more than one individual may be associated with a single contribution.
 - ☐ Grammatically complete sentences are used.
 - ☐ For manuscripts with 2 or more co-first authors, the method used to assign authorship order among these authors is stated.
- ☐ AI disclosure
- ☐ Authors must disclose the use of artificial intelligence (AI) in research design as well as data extraction, analysis, and/or synthesis, including writing of the manuscript and preparation of figures, graphics, and other content.
 - ☐ Specify the task performed, the name and version of the AI tool, and the date or range of dates of use.
 - ☐ A statement indicating that the authors evaluated and take full responsibility for the output must also be included, for example, “The authors assume full responsibility for ensuring the integrity and accuracy of AI output presented in this article.”
- ☐ If AI was not used, state the following: “The authors declare that no AI tools were used in the original research for or writing of this article.”
- ☐ Acknowledgments
 - ☐ Appropriate acknowledgments of, e.g., other scientists for help, advice, or gifts of drugs or animal models; formatted as a narrative paragraph.
- ☐ Present address (if applicable)
 - ☐ For authors whose affiliation has changed since completion of the work, specify the present affiliation and location in a paragraph below the numbered list.

☐ Main text

The following items must appear in the main text.

- ☐ Title page
- ☐ Manuscript title
 - ☐ Clear, concise, and limited to 15 words, including conjunctions.
 - ☐ No subtitles, colons, periods, or nonstandard abbreviations.
- ☐ Authors and affiliations
 - ☐ Author names provided in full (e.g., “Benita J. Sjögren”) and in the appropriate order.
 - ☐ No titles, honorifics, degrees, or certifications.
 - ☐ Affiliation footnotes are assigned consecutively using superscripted numbers (1, 2, 3, etc.).
 - ☐ Affiliations correspond to the period when the work was performed.
 - ☐ Affiliations include department, institution, city, state (if applicable), and country (but not mailing address or zip/regional code).

Manuscript information

- ☐ Conflict-of-interest statement
 - ☐ A statement consistent with the [Journal’s conflict-of-interest policy](#) is

included; if no author has a conflict, state the following: “The authors have declared that no conflict of interest exists.”; or “The author has declared that no conflict of interest exists.”

- ☐ If patents are involved, the patent or patent application number(s) are provided and the names of the associated authors specified.
- ☐ Funding support
 - ☐ At the end of the main text, state sources of support in the form of grants as a list, providing all necessary information; e.g., name of the funder(s), grant name(s) and number(s), and recipient author(s), as appropriate.
 - ☐ NIH Public Access Policy compliance statement, if applicable.
- ☐ Address for correspondence
 - ☐ The complete name as well as mailing and email addresses of the responsible party/corresponding author.
- ☐ References
 - ☐ Limit of 6.
 - ☐ Styled according to [How to prepare references for submission](#).

☐ Display item, if applicable

- ☐ Maximum 1 display item total (figure or table).
- ☐ Figure legend
 - ☐ Maximum 250 words.
 - ☐ Begins with a stand-alone title, irrespective of the individual parts.
 - ☐ Figure parts are called out in boldface: (A), (B–D), (C and E).
 - ☐ Symbols and abbreviations introduced in the figure are defined and used consistently throughout.
 - ☐ Use of terms within the legend is consistent with that in the figure itself.
 - ☐ If applicable, the statistical test(s) used are described.
 - ☐ For each panel representing multiple experiments, the exact number of samples (*n*) is reported.
 - ☐ For representative experiments, the number of times the experiment was conducted is reported.
 - ☐ Error bars are defined; e.g., “Data represent mean ± SEM.”
 - ☐ Variance around the mean and statistical analysis are not provided for a figure representing fewer than 3 independent samples.
 - ☐ For histological panels and insets, scale bars are defined or total original magnification is specified in the legend.
 - ☐ Images and data sets should generally only be presented once in a manuscript. Any instances in which images or data sets, including control data, are presented in multiple figure panels in the main text or supplement must be explicitly described in the figure legend. Any images or data that have been previously published elsewhere must also be clearly described.
- ☐ Figure
 - ☐ Prepared according to [How to prepare figures for submission](#).
 - ☐ Figure does not exceed 3/4 page in size and is limited to 10 parts (e.g., parts A–J).
 - ☐ Parts are labeled with capital letters: A, B, C, etc. — with no designated subparts.
 - ☐ Graphs of quantitative data are presented as either dot plots, with average and appropriate error bars indicated; or box-and-whisker plots, with values defined in the legend (bounds of the boxes, lines within the boxes, whiskers, and any outlying values). Dynamite plunger plots are not permitted.
 - ☐ If lanes in a gel or blot image are spliced together into a composite image, the lanes are distinguished with a thin vertical dividing line (black on a gray background; or white on a black background). State in the legend that the lanes were run on the same gel but were noncontiguous.
- ☐ Table
 - ☐ Prepared according to [How to prepare tables for submission](#).
 - ☐ Prepared in Word table format (not pasted in from another application).
 - ☐ Self-contained and self-explanatory.
 - ☐ Preceded by a brief title.
 - ☐ Fits on a single page and is presented on its own page.
 - ☐ Callouts to footnotes (designated with superscript capital letters) are assigned alphabetically row by row.
 - ☐ No subparts or subsections (e.g., do not designate Table 1A and Table 1B).
 - ☐ Column headings apply to all values throughout the column; a new row of column headings may not be introduced within a table.
 - ☐ See “Demographic information” above for reporting on populations.