**Author's Checklist**

Title of the manuscript: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please check below items as √ before submission of the manuscript.

1. General Guideline

□ The manuscript is typed in Hangeul(HWP) or MS Word.

□ The manuscript is formatted according to the submission guideline: The main text should be Sinmyeongjo 11-point and the line spacing should be 200%.

□ The manuscript consists of the title, author(s)’ name(s), affiliation, abstract, keywords and main text.

□ The title, name(s) of author(s), and affiliation are written in both Korean and English.

2. Abstract and keywords

□ The abstract does not exceed 250 words in English.

□ 3-4 Keywords are specified below the abstract.

3. Main text

□ The manuscript is written either in Korean or English.

4. Tables, Figures, and Photos

□ Heading of tables, figures, and photos are written in English.

□ Tables, pictures and photos are inserted according to the Submission Guideline format.

5. References

□ All and every reference in the main text should be included in the references.

□ The list of references should be organized in the alphabetical order.

6. Contributors

□ Co-authors’ names are specified and the first author's name is written first.

□ The corresponding author is specified in the footnote of the first page according to the Submission Guideline format.