

Journal Submission Guide

This Submission guide is customized for your manuscript and target journal. It enlists all requirements to complete the submission process successfully. You are required to make the modifications in your manuscript as highlighted by the Submission Expert, before you proceed for submission of your documents in the journal submission webpage.

SAMPLE COPY

I. Assignment details	
Assignment Code	XXXXXX-23
Journal Name	Cancer
Journal URL	https://onlinelibrary.wiley.com/journal/10970142
Author name	-----
Manuscript Title	-----
Article Type	-----
Link to Guideline	https://onlinelibrary.wiley.com/page/journal/10970142/homepage/ForAuth ors.html

II. Journal Formatting Requirements

Please address the gaps in formatting identified in the respective sections of your manuscript. Please note that the below information has been provided by considering your manuscript to be "Original Article".

Manuscript Sections

Structure of the manuscript

The Title Page, Abstract, Keywords, Introduction, Materials and Methods, Results, Discussion, Acknowledgements, References, Figure and table legends follows the journal-specified format requirement in the manuscript, and hence no changes are required.

Length of the manuscript

Maximum length of paper (word count) is 4356 words, which is within the journal's limit of 5000 words.

Headings/Section Numbering

The headings are not appropriately formatted. Please number them with roman numerals in consecutive order.

Language preference

Prepare the manuscript using American spelling and grammar.

Title Page

Title of the paper should be reworded to meet the journal's limit of 20 words.

Provide a short title of no more than 40 characters including spaces.

The name, address, phone number, and email address of the corresponding author should be provided.

The total word count of manuscript, number of tables and figures, and acknowledgement details should be mentioned.

Abstract

The abstract is within the word count limit of the journal and needs no revision.

Keywords

Keywords are formatted as per journal's instructions and the total number is within the journal's limit.

Introduction

It is within the word count limit of the journal.

Patient Consent

Please provide a statement that the investigators obtained informed consent from each participant or each participant's guardian.

Results

Statistical Analysis details of the findings are mentioned, as mandated by the journal.

Figures and Tables

All Figures and Tables are cited in the text of the manuscript.

Tables must be submitted single-spaced on separate pages at the end of manuscript.

All Table and Figure legends are mentioned.

References

All references are cited in the text of the manuscript, formatted, and appear in the correct order.

Format of the manuscript

Include page numbers on the document, beginning with the title page as number 1. Please use standard 10- or 12-point font size. Manuscript should be double spaced.

Funding/Grant

Organization that provided the fund / grant for this study should be mentioned in the title page.

If none, mention the sentence, "This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors."

Cover Letter

We have checked the content of your cover letter to be submitted to the journal and have ensured that it needs no further revision.

Once you have formatted and structured your manuscript, please ensure that the following documents/information under sections III and IV are available before proceeding for submission:

III. Documents for submission

Conflict of Interest (COI) form

Authorship Declaration Form / Author Agreement form

Reporting Guideline

Please fill in the attached [EQUATOR](#) checklist and send it to us.

IV. Journal Fees/charges

Please note the payment details related to journal submission system as below.

Article Processing Charge (APC)/Page Charges/Color fees

The journal does not charge any submission, page, or color fees.

Open Access Option

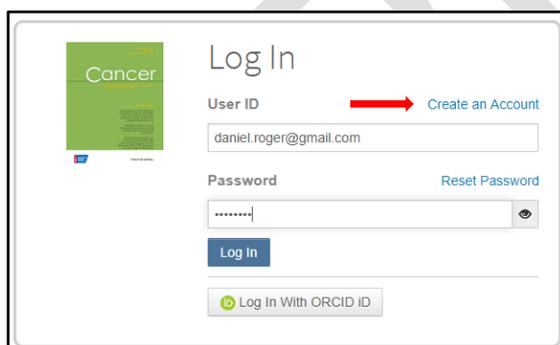
The journal allows for an “Open Access” option, whereby on acceptance of your manuscript, it will be completely readable/ downloadable by other authors. If you wish to opt for it, an amount of USD 4200 is to be paid once your paper is accepted for publication.

V. Virtual guide to the journal submission system

Once you are ready with the formatted manuscript, please follow the sections below to complete the submission process.

Open the journal’s submission page by clicking on the link <https://mc.manuscriptcentral.com/cancer>

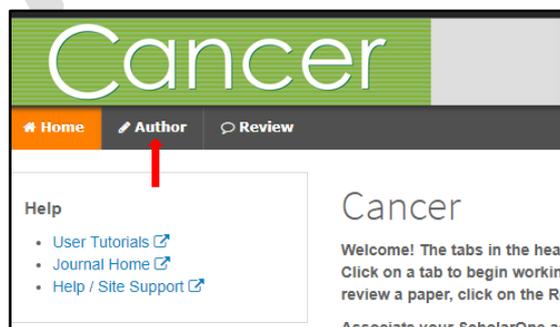
- a. The “Create an Account” option will enable registration in the journal submission system using the email ID of the corresponding author.



- b. Once you have registered in the journal, please login using your username and password in the link below:

<https://mc.manuscriptcentral.com/cancer>

- c. Click on the “Author” option as shown in the screenshot below.



- d. On the “Start New Submission” page, click on “Begin Submission”.

Start New Submission

Prior to submitting, please ensure you have:

- Followed the Author Guidelines accessed via the Instructions & Forms tab above
- Consulted Wiley's Guidelines on Publishing Ethics

This journal works together with Wiley's Open Access Journal, [Cancer Medicine](#), to enable rapid publication of good quality research that is unable to be accepted for publication by our journal. Authors will be offered the option of having the paper, along with any related peer reviews, automatically transferred for consideration by the Editor of Cancer Medicine.

Traditional submission allows you to upload files that were created from many sources

Begin Submission ←

- e. Select your Article Type as per your manuscript type as “Original Article”.

* Type:

CHOICE	TYPE	DESCRIPTION
<input type="radio"/>	Commentary	Presents a point of view of general interest not related to an article in the same issue of <i>CANCER</i> .
<input type="radio"/>	Communication	Brief notes on selected topics from organizations such as the American Cancer Society, the Commission on Cancer of the American College of Surgeons, and the American Joint Committee on Cancer.
<input type="radio"/>	Editorial	Opinions of recognized leaders in oncologic specialties. Editorials are generally solicited by a Section Editor and are related to a manuscript in the same issue.
<input type="radio"/>	In Memoriam	Memorialization of recently deceased individuals who have made notable contributions to the field of oncology.
<input type="radio"/>	Letter to the Editor	Letters to the Editor related to papers previously published in <i>CANCER</i> . Letters must be submitted within 3 months of the online publication date of the article discussed in order to be considered. The authors of the original publication will be given the opportunity to respond in the same issue of <i>CANCER</i> .
<input type="radio"/>	Original Article	Scientific reports of the results of original clinical research.

- f. Once done, please select the manuscript section that best describes the content of your manuscript: (choose from the below list)

A Note from History	Bench-to-Bedside Reviews	Bioethics and Legal Oncology
Breast Disease	Cancer Case Conundrums	Cancer Prevention
Chest and Lung Disease	Clinical Trials	Commentary

- g. In the next page, you will need to upload the manuscript and all other related files. Please upload in the following order: main document, tables, figures and supplementary files.

FILE DESIGNATIONS

Choose File Designation ...

- Choose File Designation ...
- Image
- Main Document
- Table
- Supplementary Material - Not for Publication
- Supplementary Material - For Online Publication
- Conflict of Interest Form

Click on “Upload Selected Files” and wait for the journal to complete the upload.

- h. On the next page, please enter the keywords from your manuscript. Please provide at least 5 keywords at this instance.
- i. The next page for **“Authors & Institutions”** will require you to fill in the details of the remaining authors in the manuscript.
You will need to verify your ORCID account details.
- j. To add the remaining authors to this list, enter the email address of the author you wish to add, and click on the **“Search”** tab for the journal to search its database.

Add Author

Find using Author's email address

- k. If the system has the email address present in its database, it will show the author details as a pop up. Click on **“Add Author”** to add the details of this author to the list.
- l. If the system does not have the email address present in the system, it will show the below comment.

Add Author

▲ No co-author found. Please search again using another e-mail address or [create a new co-author](#).

Find using Author's email address

Click on the **“Create a new co-author”** option to add author details and then clicking on **“Add Created Author”**.

- m. On the next page **“Details & Comments”**, please provide the required information under the sections mentioned below.
 - i. Cover Letter: You can copy-paste your cover letter in the box provided or you may upload a copy of it alternatively. Providing cover letter is mandatory.
 - ii. Funding (Yes/No) If Yes, then please provide the name and if available the grant number.
 - iii. You need to confirm the following points in the submission system:
 - Confirm that all authors of this submission have understood the journal’s licensing policy. Further information about the journal’s license agreements(s) and Terms of Use can be found in the journal's Author Guidelines.
 - Confirm that the manuscript has been submitted solely to this journal and is not published, in press, or submitted elsewhere.
- n. The next page of the submission system will provide you an overview of all the details that you have filled so far. The **“View MedLine Proof”** option will enable you to open and check the final converted PDF of the files uploaded in the submission system.
Once you **“Submit”** the manuscript, the submission system will generate a confirmation message with your Manuscript ID that can be used for all future communication with the journal.