Submission Checklist for OSA Journals

- Which OSA Journal is most appropriate for your paper?
- Did you apply the correct manuscript template for Word or TeX when preparing your paper?
- Review the Copyright Transfer Agreement and obtain necessary clearances prior to submission. Have you obtained permission 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. Optica requires a cover letter for all submissions.
- Optics Express and Optics Letters: A novelty and impact statement is required.
- Are you submitting supplemental material? Did you follow the guidelines for labeling the material in your manuscript?
- Review the publication fees that are applicable to your selected journal.