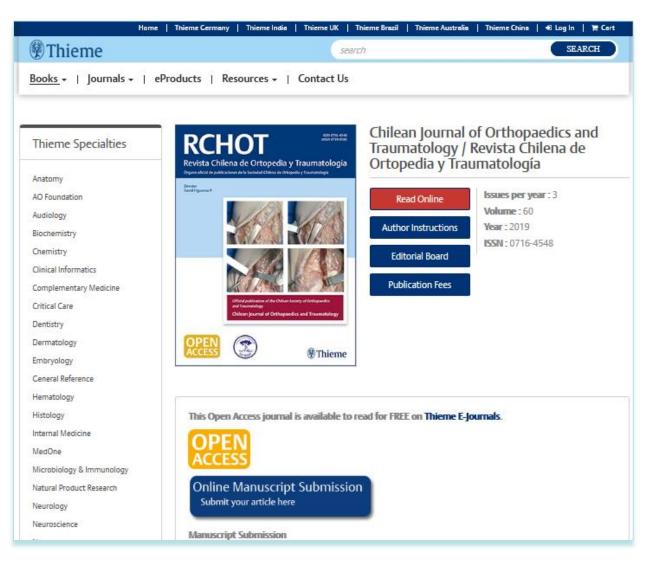


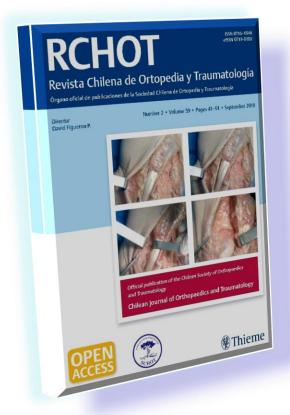
RCHOT's Submission Tutorial

Visit us at: https://www.thieme.com/rchot





Before Manuscript Submission



- ✓ Ensure high quality of your manuscript (content, language)
- Carefully read instructions for authors regarding
 - Abstract structure (both in Spanish and English)
 - Keywords
 - > Manuscript structure
 - Figures, tables and graphs citations
 - References
 - Pub letter
 - > ICMJE Conflict of Interest form
 - Informed Consent in Human Subjects (if applicable)
- Carefully draft cover letter to the editor

Remember:

If the author has challenges in writing, then language polishing and proof reading services must to be taken!

All information/instruction files are available at: https://www.thieme.com/media/ita/CJOT_Instructions.pdf



Manuscript Submission

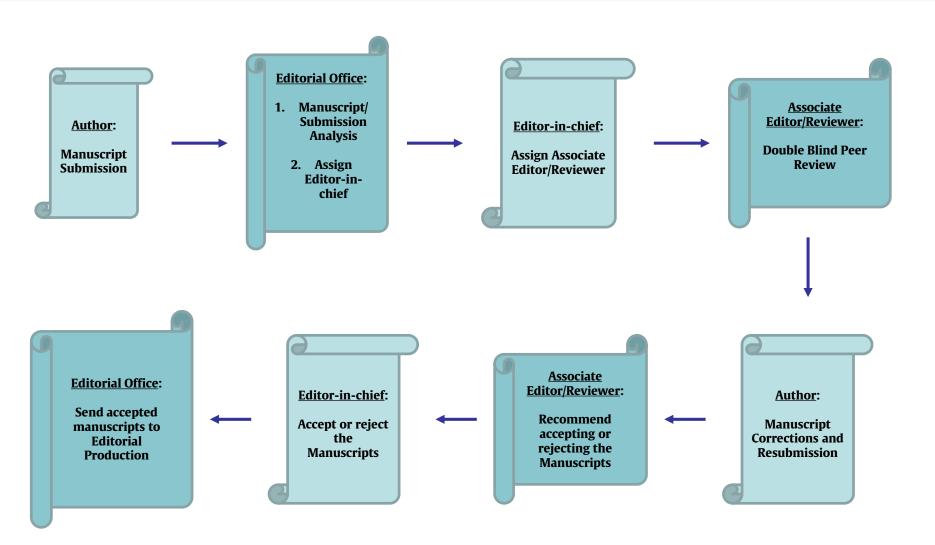
Please submit online through <u>www.editorialmanager.com/rchot</u> and follow the instructions



For questions please contact the Editorial Office at: ana.bluhm@thieme.com.br



Manuscript Analysis





Publishing Process - Editorial Flow

Manuscript Review and Database entry

Automation of manuscript cleaning, formatting, and pre-editing

Images, Tables & Graphs Proofreading Proofreading and Text Editing, Art Editing, Typography

Editing and layout of the manuscript according to Journal style



Thieme Global Marketing Campaigns

- ✓ eMarketing (E-Mail Campaigns, Websites)
- ✓ Congress promotion
- ✓ PR & Social media campaigns (incl Facebook, twitter)
- ✓ Active participation in Open Access Week
- ✓ Advertising and cross-marketing in related publications

Production Review

PDF proof for the corresponding author

Online publication on Thieme-

connect

Distribution

to indexing

databases

Issue pagination and approval eFirst: Online individual publishing

Final proof

Final proof for Editor-in-chief

Production Review