



Author's Checklist for Morning Rounds Article

Before submitting your article, please review this checklist.

PHYSICIAN INFORMATION

	Author must be a resident, fellow or practicing ophthalmologist.
	Contact info of corresponding physician (including back-up email if someone is on vacation or out of the country)
	Biographical information on the authors (e.g., Dr. Wwww is an ophthalmology resident, and Dr. Xxxxxx is professor of ophthalmology; both are at the Yyyy Eye Institute in City, State.)
	Financial disclosure
	One of the authors should be in a supervisory position. Subspecialty articles must include at least one senior author in that subspecialty who will review the manuscript for accuracy and completeness.

IMAGE INFORMATION

	Resolution. Digital images must be 300 dots per inch resolution and at least 4 inches x 4 inches. (If you are not sure how to check the resolution of your images, <i>EyeNet</i> can check.)
	Format. JPEG, TIF, EPS, and BMP formats
	Caption .
	Photo credit.
	Permission to use online and in print. By submitting this manuscript and art, you agree to transfer all rights to the American Academy of Ophthalmology, meaning <i>EyeNet</i> may publish the article in its monthly magazine, and various other print and electronic publications, where it may remain archived indefinitely. You may republish this article elsewhere with written permission from <i>EyeNet</i> Magazine's Executive Editor. Please note: If copyright is owned by another individual or entity (for example, a coauthor, a publisher, or our institution), provide written confirmation that they understand and abide by the terms above.
	If patient's identity is apparent in the image, obtain the patient's permission to use the image.
	Send images as separate files. If you include them in the Word document, also send them as separate files.
	Video? If you have a video related to the case, we can include it on <i>EyeNet's</i> website as a "Web Extra." Videos are requested to have narration and to be 1-3 minutes in length: <ul style="list-style-type: none"> • Preferred runtime: 3 minutes or less • Preferred formats: MOV or MP4 • Minimum resolution: NTSC standard (720x480 pixels); we prefer and welcome widescreen (16:9) aspect ratio and higher definition files up to 1080p.

	<ul style="list-style-type: none"> • Audio: All videos should be accompanied by a clear voice-over narration that corresponds with the footage. Musical soundtracks are highly discouraged. • Copyrighted material: Make sure you have permission to use any included images, video or audio in your submitted work. Original contributions are best.
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CITATIONS

	Citations need to be flagged in the text.
	Ideally, limit citations to five or fewer.

LENGTH

	Length: should be 1,100 to 1,500 words long.
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