

Manuscript Submission Checklist

Title page	Title and subtitle is applicable	<input type="checkbox"/>
Authors/Editors	All authors/editors names included	<input type="checkbox"/>
	Email address of corresponding author included. Please indicate clearly, if the email address(es) may not be published in the book.	
Front matter	Complete with the following elements: <input type="checkbox"/> Dedication <input type="checkbox"/> Foreword <input type="checkbox"/> Preface <input type="checkbox"/> Acknowledgments <input type="checkbox"/> Table of contents (required) <input type="checkbox"/> List of contributors <input type="checkbox"/> List of abbreviations	
Table of contents	Monographs: first 2 levels of headings appearing in chapters are included.	
	Edited books: chapter titles and author names included	
	Headings correspond to those in the text	
Book structure	Number of chapters:	
	All chapters numbered sequentially throughout the book	
Abstract	Included for each chapter	
Text	Heading levels and special text elements consistently styled	
	No heading levels skipped	
References	Reference list included at the end of each chapter	
	Citations in text agree with reference list	
Figure	All figures mentioned in text enclosed and completed	
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