**Turkish Journal of Emergency Medicine**

**Template for the First Pages File / Cover Letter**

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**9 September 2024**

**COMBINE COVER LETTER, TITLE PAGE and DISCLOSURES IN A SINGLE FILE AND UPLOAD AS THE FIRST PAGES FILE**

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| **COVER LETTER**  What is the main strength of your article? The title and type of the article, prior publication, support, conflicts of interest, and permissions may also be provided. |
| **TITLE PAGES *(In the order below)***   * Title * Running Title * Authors and Affiliations (past [during the study] and present) + ORCIDs of ALL authors * Corresponding author and address |
| **DISCLOSURES**   * Presentation(s) or Awards at a meeting – if present, OPTIONAL * Acknowledgement(s) – OPTIONAL   + Verify and confirm that everyone who contributed to this manuscript is either listed as an author or acknowledged as a contributor in the acknowledgement section, and that the title page details any professional writing assistance or others paid to provide manuscript support. * Source(s) of Support and Funding – MANDATORY FOR ALL ARTICLE TYPES   + Acknowledge all organizations that funded your research and provided grant numbers where appropriate. 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Authors should be mentioned with their INITIALS, after each role.     - Conceptualization – Ideas; formulation or evolution of overarching research goals and aims.     - Data curation – Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later re-use.     - Formal analysis – Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data.     - Funding acquisition - Acquisition of the financial support for the project leading to this publication.     - Investigation – Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection.     - Methodology – Development or design of methodology; creation of models.     - Project administration – Management and coordination responsibility for the research activity planning and execution.     - Resources – Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools.     - Software – Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components.     - Supervision – Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team.     - Validation – Verification, whether as a part of the activity or separate, of the overall replication/reproducibility of results/experiments and other research outputs.     - Visualization – Preparation, creation and/or presentation of the published work, specifically visualization/data presentation.     - Writing – original draft – Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation).     - Writing – review & editing – Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre- or post-publication stages.   + While preparing the statement, follow the below principles:     - List all Contributions – All contributions should be listed, whether from those listed as authors or individuals named in acknowledgements;     - Multiple Roles Possible – Individual contributors can be assigned multiple roles, and a given role can be assigned to multiple contributors;     - Degree of Contribution Optional – Where multiple individuals serve in the same role, the degree of contribution can optionally be specified as ‘lead’, ‘equal’, or ‘supporting’;     - Shared Responsibility – Corresponding authors should assume responsibility for role assignment, and all contributors should be given the opportunity to review and confirm assigned roles.   + An example of an Authors’ Contribution statement using CRediT:     - AB: review and editing (equal). CD: Conceptualization (lead); writing – original draft (lead); formal analysis (lead); writing – review and editing (equal). EF: Software (lead); writing – review and editing (equal). GH: Methodology (lead); writing – review and editing (equal). JK: Conceptualization (supporting); Writing – original draft (supporting); Writing – review and editing (equal). * Consent to Participate – MANDATORY FOR CASE REPORTS AND ORIGINAL ARTICLES   + For Case Reports: A detailed statement that written patient consent/next of kin is present should be included in the Title Page and as the final sentence of the Case Presentation section of the Manuscript File.   + For Original Articles: A detailed statement that written patient consent/next of kin is present should be included in the in the Title Page and in the Methods section of the Manuscript File.   + A signed patient consent form should be available for mailing if required by the Editorial Office. 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The name of the board, approval number, and approval date should be included here.     - in the Methods section of the Manuscript File. The name of the board should not be written here for blinding purposes. |

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**COVER LETTER**

To,

The Editor

**Sub:** Submission of Manuscript for publication

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On behalf of all the contributors I will act and guarantor and will correspond with the journal from this point onward.

This article…..

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Thanking you,

Yours’ sincerely,

Corresponding author:

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**DISCLOSURES**

(The following statements will be published in the manuscript between the conclusion and references sections)

**Presentation(s) or Awards at a meeting:** provide the name of the organization, place and the date.

**Acknowledgement(s)**

**Source(s) of Support and Funding**

**Conflict of Interest statement**

**Author contributions statement**

Authorship provides credit for a researcher’s contributions to a study and carries accountability. Authors are expected to fulfil the criteria below:

* **Each author** is expected to have made substantial contributions to the conception **OR** design of the work; **OR** the acquisition, analysis, **OR** interpretation of data; **OR** the creation of new software used in the work; **OR** have drafted the work or substantively revised it
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**Consent to Participate**

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