

Cover letter for a journal submission

Adapted from wordvice.com & Edanz group (slideshare) (source: <https://bit.ly/2U7jWDy> & <https://bit.ly/32p3gvU>)

An annotated template can be downloaded here: <https://bit.ly/38tQKiJ>

Essential information to include:

- Editor's name (when known).
- Name of the journal to which you are submitting.
- Your manuscript's title.
- Article type (review, research, case study, etc.).
- Submission date.
- Brief background of your study and the research question you sought to answer.
- Brief overview of methodology used.
- Principle findings and significance to scientific community (how your research advances our understanding of a concept).
- Corresponding author contact information.
- Statement that your paper has not been previously published and is not currently under consideration by another journal and that all authors have approved of and have agreed to submit the manuscript to this journal.
- Suggest potential reviewers.

A brief example:

Address the editor personally

Dear [insert Editor's name],

Please find enclosed our manuscript entitled "Amyloid-like inclusions in the brains of Huntington's disease patients", by McGowan et al., which we would like to submit for publication as a Research Paper in Neuroscience.

Give the background to the research

Recent immunohistochemical studies have revealed the presence of neuronal inclusions containing an N-terminal portion of the mutant huntingtin protein and ubiquitin in the brain tissues of Huntington's disease (HD) patients; however, the role of these inclusions in the disease process has remained unclear. One suspected disease-causing mechanism in Huntington's disease and other polyglutamine disorders is the potential for the mutant protein to undergo a conformational change to a more stable anti-parallel β -sheet structure...

Explain what was done and what was found

To confirm if the immunohistochemically observed huntingtin- and ubiquitin-containing inclusions display amyloid features, we performed Congo red staining and both polarizing and confocal microscopy on post-mortem human brain tissues obtained from five HD patients, two AD patients, and two normal controls. Congo red staining revealed a small number of amyloid-like inclusions showing green birefringence by polarized microscopy, in a variety of cortical regions....

Explain why this is interesting to the journal's readership

We believe our findings would appeal to a broad audience, such as the readership of Neuroscience. As a wide-reaching journal publishing original research on all aspects of neuroscience...

Conforms to the journal's requirements

We confirm that this manuscript has not been published elsewhere and is not under consideration by another journal. All authors have approved the manuscript and agree with submission to Neuroscience. We have read and have abided by the statement of ethical standards for manuscripts submitted to Neuroscience. The authors have no conflicts of interest to declare.

Reviewers

We would suggest the following experts as potential reviewers [add their contact information]...

Contact details

Please address all correspondence to....