**Final Checklist for Acceptance in *Cytologia*** 2024.5.13

The corresponding author should submit the final version of your revised manuscript with this checklist. Please check each item one by one as you proceed. The Editor in *Cytologia* will review your manuscript again and request another revision if it is not addressed or is inadequate. Your manuscript will not be finally accepted until all items are completed.

Manuscript No. CYTOLOGIA-

Manuscript Title:

Corresponding author:

**The corresponding authors should check each item and prepare the final version. Please change the checkboxes of the applicable items to black when you have checked and finished revising them. For items that do not apply, the color of the checkboxes can remain white. If there are messages to the editor or a reason why you cannot respond, please write them down at the end of this sheet.**

1. **English Editing**

Please select at least one item.

[ ]  (1) Reviewed by a **professional** language editing service

(Name: )

[ ]  (2) Checked **all sentences**' grammar and spelling with Grammarly or DeepL software. We strongly recommend this option if you do not do (1).

[ ]  (3) Improved the English quality by ChatGPT.

[ ]  (4) Other (please specify: )

**2. Revision for *Cytologia* style**

Please check the following calibration check items by clicking on them.

**[Title page]**

[ ]  1) The title and authors should be centered in **Arial**.

[ ]  2) Title **capitalization rule** in *Cytologia* has been changed. Previously it was a title case (the first letter of each word is capitalized), but now it is a sentence case (**only the first word** of a sentence and proper nouns are capitalized).

*e.g.,* Cytogenetic studies of sex chromosomes in *Ginkgo biloba*

[ ]  3) Corresponding author should be indicated by \* at the right shoulder, and the present address should be indicated by † and ‡ in the footnotes. Equal contribution should be indicated by §. The \* should be added even if there is only one author, in order to link the footnote. **Do not superscript the \***, although it follows the affiliation number written in superscript.

[ ]  4) Affiliations should be indicated by numbers on the right shoulder. When there is more than one affiliation, a comma should be placed between the numbers. No comma should be placed between the affiliation number and the \* in Corresponding author.

*e*.*g*., Tsuneyoshi Kuroiwa1, 2\*

[ ]  5) The letter of **Summary** should appear in bold, followed by two spaces, **without a line break**, and the text of summary should continue.

e.g., **Summary** *Ginkgo biloba*, a gymnosperm, is a dioecious plant, but….

[ ]  6) The letter of **Keywords** should appear in bold, followed by two spaces, without a line break, and **four to six** keywords should continue with commas. Each word should be capitalized, singular (not plural words) without an article, and terminated with a period at the end.

*e*.*g*., **Keywords** Ag-NOR banding, B chromosome, Pollen, *Zea mays*.

**[Headings]**

[ ]  1) The headings of Materials and methods, Results, Discussion, Acknowledgments, and References should be centered in **Times New Roman, not bold**. Heading should **not** be attached to **introduction**.

[ ]  2) If you use subheadings in sections of Materials and methods, Results, and Discussion, please **italicize** them. Then, after the line break, **indent** and continue the text. Results and Discussion can be in the same section as “Results and discussion”. Note that scientific names and abbreviations that were originally italicized will revert to regular within the subheading.

*e*.*g*., In vitro *culture of leaves of* Nicotiana tabacum

**[Text styles]**

[ ]  1) The following items should be italicized.

Species name (scientific name), genus name, Latin-derived words, such as *in vivo*, *in vitro*, *de novo*.

Abbreviations of Latin words should be italicized, such as *et al*., *etc*., *i*.*e*., *e*.*g*., *viz*.

Italicize *n* for chromosome number and *x* for basic number.

*e*.*g*., 2*n*=16=2*x*

[ ]  2) The person's name after the species name is the naming person. If there is more than one person named, use "&" instead of "et" to connect them.

*e*.*g*., *Chara canescens* Desvaux & Loiseleur-Deslongchamps

The parentheses after the species name begin with a capital letter in the Family and Order.

*e*.*g*., *Chara altaica* A. Braun (Charales, Charophyceae)

[ ]  3) Abbreviations after the second time

For example,“fluorescence *in situ* hybridization (FISH) using *Allium cepa* should be abbreviated as *A. cepa* and FISH” after the second time, respectively. Note that even abbreviations used in the abstract must **again be denoted** by their full names when first used in the text.

[ ]  4) The order of the brackets is { [ ( ) ] }. Do not use double or triple ().

*e*.*g*., SI = [S/(S+E)] ×100, Reagents [Chemicals Company (Tokyo)]

[ ]  5) Numbers are represented as follows.

(1) Numbers less than 10 are spelled out.

(2) Numbers above 10 should be written in Arabic numerals.

(3) Numbers with four or more digits should be separated by a comma every three digits.

*e*.*g*., 1,000 25,000,000

(4) When two or more numbers of the same kind are used in one sentence, use Arabic numerals, even if the number is less than 10.

*e*.*g*., Of the patients examined, 5 had gastric carcinoma, 4 had chronic gastritis.

*e*.*g*., In our study, 9 of 42 patients were positive for hepatitis B surface antigen.

(5) If a number is accompanied by a unit of measurement or a percent sign (%), it should be written in Arabic numerals even if it is less than 10. For percent (%), temperature (°C, ℉), and angle (°), no space is needed between the numbers.

*e*.*g*., 5 μm, 3 kb, 2.1%, 4°C, longitude 66° 9′W

(6) Chromosome and cell-stage numbers should be given in Arabic numerals, even if they are less than 10. They do not have to be ordinal numbers.

*e*.*g*., chromosome 1, chromosome 20, 4-cell stage

(7) Spell out numbers when they come at the beginning of a sentence.

(8) Avoid using numerals followed by a unit of measurement at the beginning of a sentence.

[ ]  6) The time should be written as follows.

one hour → 1 h, three hours → 3 h, 5 minutes → 5 min, three days → 3 days

[ ]  7) The units should be as follows.

cells/mL → cells mL-1, μg/mL → μg mL-1

[ ]  8) Make sure all figures and tables are cited in the text.

Multiple panels in the same figure: Fig.1A, 1B→ Fig. 1A, B

Multiple consecutive panels in the same figure: Fig. 3A, 3B, and 3C → Fig. 3A–C

Multiple figures: Fig.1D and Fig. 2A → Figs. 1D and 2A

[ ]  9) Make sure all the references are cited in the text.

In parentheses ( ), use ";" instead of "and" or “,” when placing multiple cited papers side by side.

For two authors, use "and" even in parentheses in the text. For three or more authors, use the first author's name and *et al.*

*e*.*g*., (Kullander 1998; Ready and Kullander 2004; Salzburger *et al.* 2005)

**[Materials and methods]**

[ ]  1) Write as much detail as possible so that the experiments can be reproduced in this paper. As a rule, do **not cite** previously published papers such as "as described previously. If there are many items to describe, such as PCR primer sequences, temperature conditions, *etc*., submit them as a Supplementary File.

[ ]  2) Clearly describe the criteria for phenotypic classification and the judgment method. It is desirable to write the quantitative judgment method as clearly as possible with numerical values. Data classified by sensory judgment will not be accepted for publication.

[ ]  3) The specific number of samples and the number of experiments should be written in Figure legend and Tables.

[ ]  4) If original numerical values were calculated, the calculation method or formula should be clearly stated.

[ ]  5) The method of the statistical analyses should be provided.

[ ]  6) If software was used, provide the product name and company name or URL.

[ ]  7) If you used your developed algorithm or program source code that is not commercially available or publicly available for analysis, submit it as a Supplementary File.

**[Figures]**

[ ]  1) All letters in Figures are written in **Arial** or **Helvetica**. Do not use other fonts.

[ ]  2) All letters should be large enough to be legible and have **sufficient resolution** to appear smooth.

[ ]  3) Panel labels are upper-case alphabets such as A, B, and C. Do not use lower-case alphabets such as a, b, and c. In principle, panel labels should be placed in the **upper left corner** of the panel.

[ ]  4) The legend for each figure should include **a brief title in bold** that describes the entire figure without citing specific panels. The description of each panel should start with a panel label (**bold**) in parentheses (**not bold**). Panel labels that are subsequently cited should not be bolded.

*e*.*g*., **Fig. 1. Representative meiotic cells in *Arabidopsis* species.** (**A**) Mitotic metaphase chromosomes of *Arabidopsis thaliana*. (**B**) Selected and enlarged images from (A).

[ ]  5) Arrange the panels so that they are evenly spaced. Be sure to leave space between panels.

[ ]  6) In principle, the scale bar should be placed in the lower right corner of the panel. However, if it overlaps with important data, it may be placed at the bottom left. **Labels should not be written on the scale bar**, but in the Figure legend. The length of the bar should be less than half the width of the panel. The thickness of the bar should be consistent.

[ ]  7) The font for the text on the graph should be **Arial** or **Helvetica**. Horizontal lines and grids for each number in the graph are not required.

[ ]  8) The color balance in figures should be friendly to colorblind people.

Red should be changed to magenta.

Please refer to the following site. <https://jfly.uni-koeln.de/color/>

**[Tables]**

[ ]  1) Each table should have a brief title written in bold.

[ ]  2) Vertical lines are not required.

[ ]  3) Information necessary for understanding the Table, such as explanations of abbreviations and names of statistical analysis methods, is described below the Table as Footnotes.

**[References]**

[ ]  1)Academic dissertation or proceeding cannot be used as a reference.

[ ]  2) Journal names in References should be abbreviated.

**The journal abbreviation should be referred to the following sites.**

<https://www.ncbi.nlm.nih.gov/nlmcatalog/journals>

However, in *Cytologia*, always include **a period after the abbreviated form**.

*e*.*g*., Plant Syst. Evol.

Hereditas

Proc. Natl. Acad. Sci. USA (not U.S.A.)

[ ]  3) Carefully adapt the reference list to the *Cytologia* style or use the *Cytologia* style in Endonote. The volume numbers of the journal should be bolded. If there are two initials in the author’s name, place a space between the initials.

*e*.*g*., Sandberg, A. A., El-Nahas, A. I., de Souza, C. P., Kang, J.-S.

[ ]  4) If there are more than three authors, add ", and" immediately before the last author. This is **a** **change from the previous *Cytologia* style**.

Doležel, J., Greilhuber, J., and Suda, J. 2007. Estimation of nuclear DNA content in plants using flow cytometry. Nat. Protoc. **2**: 2233–2244.

[ ]  5) The author's last name is spelled out. References are basically in alphabetical order. When the same author is followed, the order is neither by year nor by number of authors. They are arranged mechanically in alphabetical order after the second author.

Dorey, S. 1999. Hydrogen peroxide from the oxidative burst. Plant Physiol. **121**: 163–171.

Dorey, S., Baillieul, F., and Kauffmann, S. 1997. Spatial and temporal induction of cell death, defense genes, and accumulation of salicylic acid in tobacco leaves reacting to a fungal glycoprotein elicitor. Mol. Plant-Microbe Interact. **10**: 646–655.

Dorey, S., Baillieul, F., and Maumann, P. 1998. Induction of cell death, defense genes, and accumulation of salicylic acid in tobacco leaves to a fungal glycoprotein elicitor. Mol. Plant-Microbe Interact. **12**: 346–355.

[ ]  6) When there are more than **20 authors**, write only the first person, *et al*.

[ ]  7) Books should begin with the title word, the publisher, and the city. Do not include nations.

(**Book**)

Book title should be capitalized as in the published one.

Darlington, C. D. and Wylie, A. P. 1955. Chromosome Atlas of Flowering Plants. Allen and Unwin Ltd., London.

(**Book chapter**)

Chapters in a book should have titles as sentence cases, just as in regular papers.

Bennett, M. D. 1983. The spatial distribution of chromosomes. In: Brandham, P. E. and Bennett, M. D. (eds.). Kew Chromosome Conference II. Allen and Urwin Ltd., London. pp. 71–90.

[ ]  7) The following words in references should be italicized.

Species name (scientific name), genus name, Latin-derived words, such as *in vivo*, *in vitro*, *de novo*.

If you have messages to Editor in *Cytologia*, please describe them below.