Acta Gymnica suggests that all submitting authors work through this checklist prior to the submission of their manuscript to ensure their submission is in accordance with the journal’s requirements.

Manuscript submission form
☐ All required fields are properly filled.
☐ The form is signed by all the manuscript authors, scanned and prepared to be uploaded along the manuscript itself.

Manuscript
☐ The manuscript is in the MS Word format, double-spaced and its pages are numbered.
☐ The manuscript does not contain any information that could identify its authors.
☐ The manuscript contains an abstract which is structured as described in the Instructions for Authors and does not exceed 300 words.
☐ The manuscript contains three to six keywords.
☐ The manuscript is structured in accordance with the Instructions for Authors and does not exceed about 4,000 words.
☐ If appropriate the Methods section contains approval of the ethical commission or the Institutional Review Board.
☐ Exact p values are provided as described in the Instructions for Authors.
☐ References are cited and formatted as described in the Instructions for Authors, i.e. in accordance with the 6th edition of the APA Publication Manual.
☐ The combined total of tables and figures does not exceed 8.
☐ Tables are not placed in the manuscript text but compiled after the References, each on a separate page. All tables are numbered, have concise descriptions and are referenced from the text. Tables are inserted as Microsoft Word tables, not as an Excel object, a picture or text separated by spaces.
☐ Figures are not placed in the manuscript text but compiled at its end, each on a separate page. All figures are numbered, have concise descriptions and are referenced from the text.