

<b>Initial Submission</b>	
1	Does your paper align with the journal's stated mission?
2	Did you complete the AAA <a href="#">Title Page Requirements</a> document?
3	If IRB approval or exemption was required for your research, is there a mention of approval/exemption in the article? <i>Note: Please review the AAA's Human Subjects Research Policy <a href="#">here</a>. This is an AAA requirement and can be a statement in the text or appended as a footnote. A copy of the IRB approval/exemption is to be submitted with the article. Research with the IRB approval/exemption must also submit the full instrument used as a supplemental file.</i>
4	Are all your authors and their affiliations clearly listed on the title page?
5	Is your abstract 150 words or less? <i>Note: Both the document containing your abstract and the submitted metadata must be no more than 150 words and should match.</i>
6	Have you checked the specific journal for page limits? <i>Note: Our general guidelines suggest a 7,000 word limit, which is defined as a maximum of 30 pages of main text (12-point Times New Roman and double-spaced) not counting title page, abstract, or references. The overall total should not exceed 50 pages including a reference list of reasonable length. Current Issues in Auditing and Accounting Horizons have exceptions. Please see those individual editorial policies for details.</i>
7	Did you complete the author <a href="#">Conflict of Interest</a> form?
8	Have all of your files been anonymized? <i>Note: Authors must ensure that no identifying information is included in the text or the metadata/properties of all files uploaded for submission.</i>
9	If permitted during an initial submission, are your supplemental files properly formatted according to journal policy? <i>Note: Articles that have supplemental material file(s), such as an Online Appendix or pedagogical materials, must include a direct mention of the file(s) in the text. The accompanying file names(s) must conform to AAA standard style and format. Please refer to the journal's editorial policy and manuscript preparation guide for details. All supplemental material files are subject to editorial review and approval, and must be included with your final submission files.</i>
<b>Revised Submissions</b>	
1	Did you complete the AAA <a href="#">Title Page Requirements</a> document and seek the necessary approval for any authorship change? <i>Note: Click <a href="#">here</a> to view the policy on Authorship.</i>
2	Is the article <u>fully formatted</u> according to AAA's <a href="#">Manuscript Preparation Guide</a> for the submission journal?
3	If a survey/experiment/interview was added during revision, did you seek IRB approval or exemption? Please review the AAA's policy on Human Subjects Research <a href="#">here</a> . Is there a mention of approval/exemption in the article and did you upload your formal IRB approval/exemption documentation with your submission?
4	Do all citations have a corresponding reference entry (including those in footnotes, tables, figures, appendices)? Do author groups, name spellings, and publication years exactly match the corresponding reference entries? <i>Note: Errors, discrepancies, and inconsistencies in authors, name spellings, and dates delay timely production and can result in time-consuming revisions during the final stage of production.</i>

5	Are all reference entries cited in the article (including in footnotes, tables, figures, appendices)?
6	Do all discussions of research data correspond to and are consistent with the tabular data provided in the tables? <i>Note: If tabular data were changed as the result of a revision, ensure that the in-text discussion is changed accordingly, or vice versa. This review can prevent the need to publish an erratum.</i>
7	Do the table columns sum to the totals that are shown (as applicable)? <i>Note: If totals do not exactly sum due to rounding, consider adding a table note for explanation.</i>
8	Are all article-specific terms, terminologies, and variable names formatted consistently with regard to spelling, use of upper and lower case, and the use of roman or italics? <i>Note: Errors, discrepancies, and inconsistencies result in time-consuming revisions during the final stage of production.</i>
9	Are all tables formatted as Word tables, Excel, or LaTeX? <i>Note: Tables that are not formatted as Word tables, Excel, or LaTeX will cause a significant delay in production.</i>
10	Are all numbered tables, figures, or exhibits mentioned in the article? <i>Note: A direct mention of every table, figure, or exhibit in the article text is required (i.e., an instruction to “Insert Table X Here” is insufficient). Tables must be inserted inline with text, while figures and graphics should be supplied as separate files. Please review the <a href="#">Manuscript Preparation Guide</a> for more details.</i>
11	Are graphics used for figures or appendices your original work? <i>Note: If taken from a published article, you must secure permission for re-use (even if you were an author of that published paper). The statement of permission is to be added as a figure note or footnote, as applicable.</i>
12	Do all graphics conform to the specifications required? <i>Note: See the Manuscript Preparation Guide for details.</i>
<b>Additional Requirements for Conditionally Accepted Articles</b>	
1	Have you (and all co-authors) completed the Copyright Release form? <i>Note: If you need a copy of the form, please contact the editorial office of the journal.</i>