Minimum Criteria for PMC Data Evaluation Submissions

If a sample file submission fails to meet these minimum requirements, a journal's application to PMC will be rejected.

1. Each sample package must be complete: all required data files (XML/SGML, PDF if available, image files, supplementary data files) for every article in the package must be present and named correctly.
   - XML and PDF base file names must match exactly.
   - Data file names must exactly match the names that are called out in the XML/SGML in name and case.

2. All XML files must conform to an acceptable journal article DTD. If you plan on submitting articles in a format other than the NLM Journal Publishing DTD, please contact PMC at pmc@ncbi.nlm.nih.gov *prior to submitting any files.*

3. All XML/SGML files must parse according to their DTD. PMC validates data using the PUBLIC ID in the DOCTYPE declaration in each source file.
   - If you are using the NLM Journal Publishing DTD, PMC strongly suggests that you tag your articles so that they conform to PMC Style:
     http://www.pubmedcentral.nih.gov/pmcdoc/tagging-guidelines/article/style.html
   - You can use the Online PMC Style Checker to confirm that an XML file in the NLM DTD conforms to PMC Style:
     http://www.pubmedcentral.nih.gov/utils/style_checker/stylechecker.cgi

4. Regardless of the XML/SGML DTD used, the following metadata information must be present and tagged with correct values in every sample file:
   - Journal ISSN or other unique Journal ID
   - Journal Publisher
   - Copyright statement (if applicable)
   - License statement (if applicable)
   - Volume number
   - Issue number (if applicable)
   - Pagination/article sequence number.
   - Issue-based or Article-based publication dates. Articles submitted to PMC must contain publication dates that accurately reflect the journal's publication model, following these general guidelines for publication date tagging:
     http://www.pubmedcentral.nih.gov/pmcdoc/tagging-guidelines/article/genprac.html#pubdate

5. All image files for figures must be legible, and submitted in high-resolution TIFF or EPS format, according to the PMC Image File Requirements:
   http://www.pubmedcentral.nih.gov/about/PMC_Filespec.html#Image_File_Requirements