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	If authors have previously discussed the proposed report with the <i>MMWR</i> editors, this is described in the cover letter.
	Authors have complied with guidance provided in the <a href="#">Instructions for Authors</a> .
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	The report meets specified word count for the type of report submitted, or the rationale to exceed the word count is provided in the cover letter.
	All pages are double-spaced, numbered, and left justified (ragged right margin).
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	Ex.: “Advances in water management and sanitation have substantially reduced waterborne disease in the United States, although outbreaks continue to occur (1).”

	<p>Author names have been provided in the format shown in the following example. Only the highest academic degrees (not certifications) have been listed, at the master’s level or higher. When an author has two degrees at the same level (e.g., MD, PhD, or MS, MPH) both have been listed. Degrees have been followed by a superscripted numeral corresponding to the affiliation. Numerals are listed in sequential order.</p>
	<p>Ex.: “Karlyn D. Beer, PhD<sup>1,2</sup>; Julia W. Gargano, PhD<sup>2</sup>; Preeta K. Kutty, MD<sup>3</sup>; Elizabeth D. Hilborn, DVM<sup>4</sup>; Jonathan S. Yoder, MPH, MSW<sup>2</sup>”</p>
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	<p>Each table and figure has a “complete” title, such that a reader can have a general understanding of what the data represent without reading the text.</p>
	<p>Ex.: “TABLE 1. Waterborne disease outbreaks associated with drinking water (N = 32), by state/jurisdiction and month of first case onset — Waterborne Disease and Outbreak Surveillance System, United States, 2011–2012”</p>
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