Template for cover letter



Dear Dr./Ms./Mr. [insert Editor's name],

I would like to request you to consider the attached manuscript entitled [insert manuscript title] for publication in [insert the journal's name] as an original article.

While many studies have investigated the [briefly describe the existing state of knowledge on the subject], I have not come across a paper that deals with [the subject/theme/topic of your study]. We conducted [brief description of methods] and came up with [give a brief overview of results]. I feel that [why your research is important and what future direction it might offer].

I believe that the findings of this study are relevant to the scope of your journal and will be of interest to its readership. I have provided tables summarizing the findings. If required, the entire data can be made available as supplementary information [optional/only if applicable]. Do let me know if you wish to have a look at them.

This manuscript has not been published or presented elsewhere in part or in entirety, and is not under consideration by another journal. There are no conflicts of interest to declare.

[Alternatively, if you have conflicts of interest, you should mention them here].

I look forward to hearing from you.

Sincerely, [Your name]

To learn more, read the following post:

How to write an effective cover letter for journal submission

To get access to more such templates, check:

A practical handbook of templates for communicating with the journal