Protocol title: Enter protocol title

Authors: Enter authors (coma separated)

Protocol description: Enter protocol description

1. Enter step name

Enter step text

Enter image name:

 [insterted image .jpg or .png]

Enter checklist name:

* Item1 name
* Item2 name
* Item3 name

Enter table name:

|  |  |  |
| --- | --- | --- |
| A | 1 | X |
| B | 2 | Y |
| C | 3 | Z |

1. Enter step name

Enter step text

Enter image name:

 [insterted image .jpg or .png]

Enter checklist name:

* Item1 name
* Item2 name
* Item3 name

Enter table name:

|  |  |  |
| --- | --- | --- |
| A | 1 | X |
| B | 2 | Y |
| C | 3 | Z |

1. Enter step name

Enter step text

Enter image name:

 [insterted image .jpg or .png]

Enter checklist name:

* Item1 name
* Item2 name
* Item3 name

Enter table name:

|  |  |  |
| --- | --- | --- |
| A | 1 | X |
| B | 2 | Y |
| C | 3 | Z |

Guidelines for optimal .docx protocol template import

(delete this section when protocol is ready for importing!)

By following these guidelines, you can enhance the accuracy of your docx file imports. When importing is done, you can easily rearrange content within and between steps. We are committed to continuously enhancing the beta version to better serve your needs.

Protocol title, Protocol description, and Authors

* Keep titles of the fields, including colons (“:”)
* Example: *Protocol title: Glutathion S transferase*

Steps

* Use auto-numbering of steps (1., 2., 3., …)
* Text after numbers will be imported as a step name
* Example: *1. Wash the whole organ twice with PBS*

Text fields

* Each paragraph is imported as a separated text field in SciNote
* Text formatting is not imported

Pictures

* You can use title of an image (e.g. *Chemical structure:*)
* Each image is imported as a text field with image (not as an attachment)
* Supported image formats are .jpg and .png

Tables

* You can use title of a table (e.g. *Table of reagents:*)
* Avoid using merged cells
* Importing of excel spreadsheets inside .docx is not supported

Checklists

* You can use title of a checklist (e.g. *Things to be done:*)
* Avoid using numbers (so that they are not mixed with steps)
* Checklist items should be text only (no images etc.)