Edith Warshaw, PhD.

Editor-in-Chief, Managing Editor, Co-Editors-in-Chief

Awesome Science Journal

Cincinnati, OH 41073

June 24, 2016

Dear Dr. / Ms. / Mr. [Warshaw]

I am writing to submit our manuscript entitled, ["X Marks the Spot") for consideration as a [Journal of Education] [research article]. [We examined the efficacy of using X factors as indicators for depression in Y subjects in Z regions through a 12-month prospective cohort study and can confirm that monitoring the levels of X is critical to identifying the onset of depression, regardless of geographical influences.]

Given that [there has been an alarming increase in depression rates among teenagers coupled with a lack of any uniform practical tests for screening students], we believe that the findings presented in our paper will appeal to the (education policymakers] who subscribe to [The Journal of Education). Although (prior research has identified a few methods that could be used in depression screening, such as X and Y, the applications developed from those findings have been cost-prohibitive and difficult to administer on a national level]. Thus, our findings will allow your readers to [to understand the factors involved in identifying the onset of depression in teenagers better and develop more cost-effective screening procedures that can be employed nationally.] In doing so, we hope that our research [advances the toolset needed to combat the concerns preoccupying the minds of many school administrators.]

This manuscript expands on the prior research conducted and published by [Dane and Stellers] in their paper [“The Expanding Universe"], published in [Wacky Science Monthly. 20041.]

This manuscript [examines a different aspect of / takes a different approach to] the issues explored in the following papers:

1. [Steinburg, Diane and Jim Baker. "New Methods of Hair Curling." The Journal of Cosmetology. 2010].

2. [Fossey, Julia. "Heat-to-water Ratio for Shampooing." Cut Cut Journal. 2012].

Should you select our manuscript for peer review, we would like to suggest the following potential reviewers/referees because they would have the requisite background to evaluate our findings and interpretations objectively.

1. [Ehab Makaway, University of Texas, ehabmakaway@utex.edu, Prof. of Endocrinology]

2. [Name, institution, email, expertise]

TIP: Include 3-5 reviewers since it is likely that the journal will use at least one of your suggestions.

Each named author has substantially contributed to conducting the underlying research and drafting this manuscript. Additionally, to the best of our knowledge, none of the above-suggested persons have any conflict of interest, financial or otherwise.

If you require any additional information regarding our manuscript, please do not hesitate to contact us directly via the resources below. Thank you for your time and consideration.

Sincerely,

Dr. Jane Doe

Profs. John Spencer and Debra Abrams

The University of Wall Walla

[Corresponding Author(s)]

[Institution/Affiliation Name]

[Institution Address]

[your e-mail address]

[telephone #]