

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Editor's Name]

[Journal Name]

[Journal Address]

[City, State, Zip Code]

Dear [Editor's Name],

I hope this message finds you well. I am writing to inquire about the status of my manuscript titled "[Manuscript Title]," which I submitted on [Submission Date].

As it has been [number of weeks/months since submission], I would appreciate any updates you might have regarding its assessment and expected timeline for a decision.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Affiliation]