**Title page**

1) Title: Include the study design in the title.

ex. Practice and improvement plans of the tailored dementia case management in local dementia centers: A qualitative study using focus group

2) Author names and affiliations

3) Corresponding author’s

4) Reporting guideline: Authors are encouraged to describe the study according to the reporting guidelines relevant to their specific research design, such as those outlined by the EQUATOR Network (http://www.equator-network.org/home/) and the United States National Institutes of Health/National Library of Medicine (<http://www.nlm.nih.gov/services/research_report_guide.html>)

5) Key word: Use the MeSH keywords (<http://www.nlm.nih.gov/mesh/meshhome.html>).

6) ORCID:

7)

* Acknowledgement
* Funding
* Conflicts of interest:
* Author contributions:
* Data sharing statement:

8) Ethic statements:

ex. Ethics statement: This study was approved by the Institutional Review Board (IRB) of ## University (IRB No. ###-###). Informed consent was obtained from the participants.