



# PAROS Writing Workshop Manuscript Submission

# Authorship Plan

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## **Key Principles for Determination of Authorship** (Referenced from International Committee of Medical Journal Editors [http://www.icmje.org/urm\\_main.html](http://www.icmje.org/urm_main.html))

- Authorship credit should be based on:
  1. Substantial contributions to conception and design, acquisition of data or analysis and interpretation of data
  2. Drafting the article or revising it critically for important intellectual content
  3. Final approval of the version to be published.

**Authors should meet conditions 1-3.**
- Acquisition of funding, collection of data, or general supervision of the research group alone **does not constitute authorship.**
- Each author should have participated sufficiently in the work to **take public responsibility for appropriate portions of the content.**

# 2. Authorship Plan

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- All contributors who **do not meet the criteria for authorship should be listed in acknowledgements section.**
- Groups of persons who have contributed materially to the paper but whose contributions do not justify authorship may be listed under such headings as “clinical investigators” or “participating investigators” and their function or contributions should be described (e.g. served as scientific advisors, collected data etc)
- Because readers may infer endorsements of those listed in acknowledgements, contributors **must give written permission to be acknowledged.**

# Authorship Policies

- 1, 2, 3 - Senior
- Field dependent
- Guarantor(s), contributor(s) roles help to properly credit
- Rotating among contributors/guarantors with multiple papers

# Disclosures + Acknowledgements

- Read and follow journal policies
- 3 + years?
- All or “some” conflicts? (over disclose)
- Update all disclosures on final submission
- Acknowledge generously

# Medical Writing Assistance

- Ghost writing vs editorial assistance
- Writer may clarify meaning, delete jargon, edit for flow, assist in references, formatting, etc.
- First author = first draft
- Senior author guides 1, 2, 3 et al
- All sources of support must be acknowledged
- Pharma “writing assistance”: Caution!

# Correspondence + Revisions

- Corresponding author typically = guarantor
- At initial submission: all coauthors must review and approve
- Correspondence: to all coauthors
- Revisions: with input from all coauthors
- Final submissions: must have approval AND updated disclosures of all coauthors

# Which Journal?

Factors to consider:

- Impact factor (citation index) or article influence (AI)
- **Likelihood of publication**
- Access to editorial support and assistance
- Intended audience
- Cost of publication
- Speed of publication (= speed of updates in your field)
- ▶ Know your journals: traditional vs open access



# Conforming to Journals

- Read instructions
- Using headings
- Word count for Abstract
- Format references
- Construct **timeline**
- Set work and **submission deadline**

# Pre-submission review

- Find **reviewers** (2 to 3) for your paper ahead of time (can be co-authors)
- Send them a draft before submission, for feedback
- Revise the manuscript and get all co-authors' approval
- Then submit!

# Editors' Responses

- Outright rejections
- Major revisions
- Minor revisions
- Accept (very rare)

**Don't – Ignore/delete editor's letter**

**Use comments to improve manuscript**

**Suggestions that cannot be implemented can be mentioned as limitations**

**If at first you don't succeed, try, try and try again**