WORLD JOURNAL OF SURGERY INSTRUCTIONS FOR AUTHORS

GENERAL

World Journal of Surgery (WJS) publishes original articles that offer significant contributions to knowledge in the broad fields of clinical surgery, innovative developments in surgery, global surgical practice and economics, surgical education, rural surgery and surgical history. WJS welcomes predominantly human research, including clinical research, outcomes, and health service research. Laboratory research will be published only if it is highly significant and with clear and immediate translational potential to surgical care. WJS has an international circulation and is designed to serve as a medium for rapid dissemination of new and important information about the science and art of surgery throughout the world. In the interests of a wide international readership, use of the English language is required. Articles that are accepted for publication are done so with the understanding that they, or their substantive contents, have not been and will not be submitted to any other publication.

TYPES OF MANUSCRIPTS

PLEASE NOTE: World Journal of Surgery does not accept Case Reports and Book Reviews for review or publication. WJS will consider publication without prior invitation the following types of manuscripts:

Original Scientific Reports (including Papers Presented at Surgical Conferences): Original Scientific Reports are full-length reports of original basic or clinical investigations. Original Scientific Reports must adhere to a 2,500 word limit (not including the title page, abstract, references, tables, and figures). The final word count should be included in the title page of the manuscript. All clinical trials must be registered through a public trials registry that is acceptable to the International Committee of Medical Journals Editors (ICMJE). For information on ICMJE’s statement to register clinical trials, please go to http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html. The trial registration number and agency should be listed on the title page and at the end of the abstract. Randomized clinical trials should be reported following the CONSORT criteria and provide a completed checklist and flow diagram upon manuscript submission. For information on CONSORT and to download the CONSORT checklist and flow diagram, please go to http://www.consort-statement.org/.

Original Scientific Reports with Video: WJS also seeks original basic or clinical investigation manuscripts that contain brief video clips of surgical techniques or operative findings. Please see the “MULTIMEDIA MANUSCRIPT SUBMISSION” below for submitting video augmented manuscripts. For manuscript formatting, please follow the requirements listed above “Original Scientific Reports.”

Scientific Reviews (Systematic Reviews and Meta-analyses): Systematic reviews and meta-analysis of the literature are of interest to the journal, and will be handled with the standard peer review process. These reviews should not exceed 3,000 words, should have less than 75 references, and should contain no more than 5 figures or tables. Additional tables and figures can be submitted as supplementary information. Guidelines and a checklist for composing systematic reviews and meta-analysis can be found at: http://www.prisma-statement.org/. Please do not submit such reviews without consulting these guidelines and completing the PRISMA checklist.

Innovative Techniques in Surgery Around the World: The WJS in interested in publishing high quality descriptions of innovative surgical techniques that have the potential to improve the quality or efficiency of care. While techniques with universal appeal are most sought after, novel techniques that allow broader access to care in resource challenged environments are also desirable. The successful manuscript will contain a detailed description of the technique and be richly illustrated with figures, and/or video. Line drawings are much superior to intraoperative photos, generally. A brief description of the authors experience with the technique should also be included, if possible. Qualifying manuscripts should be less than 1250 words, have no more than 3 authors, have no more than 5 references, and no more than 8 figures/video segments. A brief unstructured abstract is also required. Please see our instructions for submitting streaming video, below.
Surgery in Low and Middle Income Countries: *WJS* seeks high quality manuscripts describing the unique problems and unique solutions facing surgeons in rural and impoverished settings, globally. *WJS* requires that manuscripts that use primary data from a low- or middle-income country should include one or more local co-authors. A local co-author is defined as a national of that country who is living and working in their home country. All other author requirements need to be met for the author(s) from the low and middle income country. The editors understand that there may be extenuating circumstances in which this requirement cannot be met. In such cases, a cover letter should explain why a local co-author is not included. Further details on this editorial policy can be found at: *World J Surg* (2011) 35:2367–2368.

Cost-effectiveness research is especially valuable for the field of global surgery. However, unless the methods are sound, findings can sometimes be erroneous. *WJS* calls upon authors who undertake cost-effectiveness research in global surgery to review the methodologic points brought out by the following article when they develop, conduct, and write up their studies: *World J Surg*, 2017 Jan 19. DOI: 10.1007/s00268-017-3875-0 PMID: 28105528. *WJS* also requires completion of the checklist contained in the above article at the time of submission of cost-effectiveness studies. The checklist is available at: [https://scholar.harvard.edu/shrime/cost-effectiveness-analysis-checklist](https://scholar.harvard.edu/shrime/cost-effectiveness-analysis-checklist). If the authors feel another checklist is more suitable for their particular study, they may use that checklist. In all cases of cost-effectiveness studies, the checklist used should be stated in the cover letter and the completed checklist attached to the cover letter.

**Letter to the Editor:** Letters should pertain to material previously published in *WJS*. Letters should not exceed 500 words with no more than five references, the first of which should be the article on which you wish to comment. The title must include the words “Letter to the Editor” followed by the full title of the original article that is being referenced in the letter. Please follow this format to structure the title for your Letter to the Editor:

Letter to the Editor: [full title of the original article that is being referenced].

**Surgical History:** Surgical History manuscripts describe either a surgical practice or pioneering surgeon that helped to reshape the practice of surgery.

*WJS* will also consider for publication the following types of manuscripts by invitation only:

- Editorial Perspective
- Commentary
- Surgical Symposium Contribution
- Reply, Letter to the Editor: The title must include the words “Author’s Reply” followed by the full title of the original article that is being referenced in the reply. Please follow this format to structure the title for your Reply: Authors’ Reply: [full title of the original article that is being referenced]

**MANUSCRIPT SUBMISSION GUIDELINES AND REQUIREMENTS**

All manuscripts must be submitted online to *WJS* via the ScholarOne Manuscripts website (formerly Manuscript Central). Please login directly onto the site at [http://mc.manuscriptcentral.com/WJS](http://mc.manuscriptcentral.com/WJS) and upload your manuscripts following the instructions given on the screen. Authors should keep copies of all manuscript files. *WJS* accepts no responsibility for files that are lost or destroyed due to electronic problems. Upon manuscript submission, the Editorial Office will review all manuscript files to verify that guidelines and policies stated in this document are adhered to. Your manuscript will be unsubmitted if it does not meet the proper submission requirements.

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which you will be prompted to change after logging in. Otherwise please create a new account and then follow the instructions given on the screen. Once you have logged into your account, ScholarOne Manuscripts will lead you through the submission process in a step-by-step orderly process. If you cannot finish your submission in one visit, you can save a draft and re-enter the process at the same point for that manuscript. At any point during this process, there are Help buttons available to see common questions and a support link to ask a specific question via email. After submission, you may return periodically and monitor the progress of your submission through the review process. Authors should go to https://mc.manuscriptcentral.com/wjs and click on “System Requirements” for the most updated list of system and browser requirements that should be used with ScholarOne Manuscripts.

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- Structured abstract (up to 250 words)
- Selection of the appropriate keywords associated with the manuscript
- Names and details of all contributing authors [i.e., e-mail, first name, middle initial(s), surname, degree(s); the departmental and institutional affiliation(s); complete street or mailing address for each affiliation, including the city, state or province, and country where the work was performed].

If you are unable to submit your manuscript via the ScholarOne Manuscripts website or have any questions about WJS, please contact the editorial office:

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**MANUSCRIPT PREPARATION AND ORGANIZATION**

**General instructions:**

- Use a normal, plain font (e.g., 10-12 point Times Roman or Arial) for text
- Double-space the text
- Use italics for emphasis
- Include page numbers
- Do not use field functions
- Use tab stops or other commands for indents, not the space bar
- Use the table function, not spreadsheets, to make tables

**Manuscript style and text formatting:** Styling and text formatting refers to the use of special effects to enhance the appearance of the published article. Please make note of the following "Dos and Don'ts" regarding styling:

- **DO** enter all lists as single column lists.
- **DO** use your word processing features to indicate bold, italic, superscript, and subscript text within a paragraph or heading.
- **DO NOT** center text for headings. All text should be justified left, with ragged (unjustified) right margins.
- **DO NOT** use italic, underline, or other type effects for the entire text of a heading.
- **DO NOT** use all capital letters for a heading; use initial caps instead.
• DO NOT use multiple spaces to set up columns or tables; use tabs instead.
• DO NOT use carriage returns at the end of each line of text (use the word wrap feature).

**Manuscript organization:** Manuscripts should be organized and follow the sequence as indicated below:

**TITLE PAGE:** The title page should include:
- A concise and informative title
- The name(s) of the author(s) including the affiliation(s) and address(es) of each author. The complete name and address of the author to whom correspondence should be sent, as well as his/her phone number, fax number, and email address.
- A short title for use as a running head.
- Keywords: 2-3 keywords relevant to the manuscript
- Trial registration number for randomized clinical trials (see “Types of Manuscripts: Original Scientific Reports” above)
- Grant support for the research reported
- Statements to comply with ethical requirements (see “Compliance with Ethical Requirements” below for more details):
  - A statement for each author in the manuscript must be included declaring whether there are any conflicts of interest in the manuscript. Even if there is no conflict of interest, this should also be explicitly stated as none declared on the title page.
  - Statement of informed consent should be included if individual participants are included in the study. For example: “Informed consent was obtained from all individual participants included in the study.”
  - Statement of human and/or animal rights should be included (if applicable) stating that the study was approved by the appropriate institution and/or national research ethics committee
- Manuscript word count

**ABSTRACT (if applicable):** The abstract must appear between the title page and the Introduction section of the manuscript, even if it has been uploaded separately. Manuscripts that require an abstract should contain a structured abstract of not more than 250 words. It should be a factual description of the study performed organized with the headings of Background (includes aims, hypotheses, or objectives), Methods (includes patient population, procedures, and data analysis), Results, and Conclusions. The abstract should contain the data to support the key findings or conclusions of the study. The trial registration number for randomized clinical trials must be included at the end of the abstract. The first time an abbreviated term is used, spell it out in full and follow with the abbreviation in parentheses – for example: ultrasound (US).

**TEXT:** Original Scientific Reports should be arranged in sections titled Introduction, Material and Methods, Results, and Discussion.
1. Introduction: conveys the background and purpose of the report
2. Material and Methods
3. Results & Discussion

When required by the nature of the report, manuscripts that do not follow this specific format may be accepted.

**ACKNOWLEDGEMENTS:** A brief statement should acknowledge individuals, other than authors, who were of direct help in the reported work or if the work was supported by a federal or commercial grant. All acknowledged persons should give their written consent to being named in the manuscript. This consent is to be uploaded upon manuscript submission.

**REFERENCES:** Reference citations in the text should be identified by numbers in brackets (e.g. [4]). Number the references in order of their first appearance in the text (not alphabetically). Once a reference is cited, all subsequent citations should be to the original number. References may not appear in your Reference List unless
they have been cited in the text or tables. Manuscripts that have been accepted for publication or are in press may be listed as references, but the Journal does not reference unpublished data and personal communications. Use the form for references adopted by the U.S. National Library of Medicine, as in Index Medicus. For each reference, show inclusive page ranges (e.g., 7-19).

In references to journal articles, please include (1) surname and initials (without periods) of the first three authors and et al for all others, (2) the year in parentheses, (3) title of article, (4) abbreviated Journal name, (5) volume number, and (6) inclusive page numbers, in that order. An example follows:


In references to books, please include (1) surname and initials (without periods) of the first three authors and et al. for all others, (2) chapter title, if any, (2) chapter title, if any, (3) the year in parentheses, (4) editor(s), if any, (5) title of book, (6) publisher, (6) city of publication, and (7) inclusive page numbers. Volume and edition numbers, and name of translator should be included when appropriate. Examples follow:


TABLES:
- All tables are to be numbered using Arabic numerals
- Tables should always be cited in text in consecutive numerical order
- For each table, please supply a table heading
- The table title should explain clearly and concisely the components of the table
- Identify any previously published material by giving the original source in the form of a reference at the end of the table caption
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body

ARTWORK:
Electronic Figure Submission
- Supply all figures electronically
- Indicate what graphics program was used to create the artwork
- For vector graphics, the preferred format is EPS; for halftones, please use TIFF format. MS Office files are also acceptable.
- Vector graphics containing fonts must have the fonts embedded in the files
- Save and name your figure files with “Fig” and the figure number (e.g., Fig1.eps)

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- All lines should be at least 0.1 mm (0.3 pt) wide
- Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi

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• Do not include titles or captions into your illustrations

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• No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
• Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs.
• Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption

Figure Placement and Size
• When preparing your figures, size figures to fit in the column width.
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• All figures have descriptive captions (blind users could then use a text-to-speech software or a text-to-Braille hardware)
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• All figure lettering has a contrast ratio of at least 4.5:1

MULTIMEDIA MANUSCRIPT SUBMISSION:
• A Multimedia manuscript is an article with imbedded video material. Up to 3 videos per manuscript submission will be accepted. All standard instructions for Audio, Video, and Animations should be followed for Multimedia Manuscript Submissions.
• The content of these files must be identical to that reviewed and accepted by the editors of World Journal of Surgery
• All narration should be in English.
• Generally, the video clip is used to support the technique description. Additional data regarding the results of the procedure described should be included with the manuscript.

ELECTRONIC SUPPLEMENTARY MATERIAL:
Submission
• Supply all supplementary material in standard file formats.
• Please include in each file the following information: article title, journal name, author names; affiliation and e-mail address of the corresponding author.
• To accommodate user downloads, please keep in mind that larger-sized files may require very long download times and that some users may experience other problems during downloading.

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• Name the files consecutively, e.g. “ESM_3.mpg”, “ESM_4.pdf”.

[7]
Captions
• For each supplementary material, please supply a concise caption describing the content of the file.

Processing of supplementary files
• Electronic supplementary material will be published as received from the author without any conversion, editing, or reformatting.

Accessibility
In order to give people of all abilities and disabilities access to the content of your supplementary files, please make sure that
• The manuscript contain a descriptive caption for each supplementary material
• Video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk)

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Generic names for drugs and chemicals should be used the first time the drug or chemical is mentioned in the text and, preferably, thereafter. The first reference to a drug or chemical in the text should be followed by the manufacturer name, city, state or province, and country – and, if you wish, the trade name – in parentheses.

Please express digits as numerals except when they are the first word in a sentence. Decimals should be written in North American format. Express units of measurement in the metric system whenever possible, and abbreviate them when used with numbers.

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COMPLIANCE WITH SEX-INCLUSIVE SJEG GUIDELINES
Uniform, defined reporting of the sex used for all human, animal, tissue, and cell research should be included in your manuscript. If only one sex is studied, authors must include a justification statement as to why a single-sex study was conducted. WJS also will require sex-based reporting and analysis of data. The full statement was published online in WJS on June 12, 2018 and is available at https://link.springer.com/article/10.1007/s00268-018-4695-6.

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WJS requests that all authors comply with the journal’s ethical policies below.

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Funding: This study was funded by X (grant number X).

Conflict of Interest: Author A has received research grants from Company X. Author B has received a speaker honorarium from Company Y and owns stock in Company Z. Author C is a member of Committee D.

If no conflict exists, the author should state this also.

Conflict of Interest: The authors declare that they have no conflict of interest.

Statement of Informed Consent: All individuals have individual rights that are not to be infringed. Authors are responsible for obtaining informed consent from all individual participants in writing prior to inclusion in the study. Authors must include a statement of informed consent on the title page of the manuscript. Examples of informed consent statements:

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<th>Examples of Statement</th>
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<tbody>
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<td>Informed Consent</td>
<td>Informed consent: Informed consent was obtained from all individual participants included in the study.</td>
</tr>
<tr>
<td>If identifying information about participants is available in the article</td>
<td>Informed consent: Additional informed consent was obtained from all individual participants for whom identifying information is included in this article.</td>
</tr>
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Please refer to https://www.springer.com/us/authors-editors/journal-author/journal-author-helpdesk/publishing-ethics/14214 for further details on the above ethical policies along with sample forms and statements.

REVIEW AND ACTION

The editorial staff will examine the manuscripts and will customarily send them to appropriate experts. Authors will be notified as to the acceptability of a manuscript as rapidly as possible. All manuscripts will be put through iThenticate, an online plagiarism detection tool comparing the manuscript against previously published scientific work in other journals. If any misconduct is detected, the editorial office will contact the author(s) concerning next steps and actions.

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Upon acceptance of your article, the corresponding author will receive an email with a link to the special author query form called “MyPublication” at Springer’s web page where he/she can sign the Copyright Transfer Statement online and indicate whether they wish to order Springer Open Choice*, offprints, etc. Once the MyPublication form has been completed, the manuscript will be processed and the proofs will be sent to the corresponding author. The corresponding author (on behalf of all the authors) will be asked to transfer copyright of the article to the International Society of Surgery (and granting the Publisher exclusive publication and dissemination rights). This will ensure the widest possible protection and dissemination of information under copyright laws.
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After a submission is accepted and processed through production, a proof of the article is made available to the corresponding author. The purpose of the proof is to check for typesetting or conversion errors and the completeness and accuracy of the text, tables and figures. It is particularly important to check the proofs for accurate spelling of the author’s names and affiliations. It will be impossible to change an incorrectly spelled author’s name after publication. Substantial changes in content, e.g., new results, corrected values, title and authorship, are not allowed without the approval of the Editor-in-Chief. Please note that the corresponding author will only receive one proof for review. Revised proofs are provided only upon request of the corresponding author. The article will be published online after receipt of the corrected proofs. This is the official first publication citable with the DOI (Digital Object Identifier). After online publication, further changes can only be made in the form of a Correction (i.e., Erratum), which will be hyperlinked to the article. After release of the online and printed issue, the article can also be cited by issue and page numbers.

VISUAL ABSTRACTS
At the Editor-in-Chief’s discretion, selected articles that are published online may be used and presented as a visual abstract. Author(s) may or may not receive advance notice if their article is selected. Visual abstracts are a visual summary of the information contained within an abstract and is meant to convey the key findings of the article. However, it is not meant to replace or substitute the full article. We encourage the use of visual abstracts as a way to disseminate scientific research to a broader audience. The visual abstract may be shared via social media (such as Twitter and Linked in), and will be tweeted via the WJS Twitter account (@worldjsurg).

CONSENSUS STATEMENT ON SUBMISSION AND PUBLICATION OF MANUSCRIPTS
Increasing problems of duplicate and fraudulent submissions and publications have prompted the editors of surgical journals, including World Journal of Surgery, to support these overall principles of publication:

Duplicate Submission and Publication
In general, if a manuscript has been peer-reviewed and published, any subsequent publication is duplication. Exceptions to this general rule may be:

a) Prior publication in meeting program abstract booklets or expanded abstracts such as those published by the Surgical Forum of the American College of Surgeons or Transplantation Proceedings. However, these must be referenced in the final manuscript.

b) A manuscript which extends an original database (a good rule might be expansion by 50% or more) or which analyzes the original database in a different way in order to prove or disprove a different hypothesis. Previous manuscripts reporting the original database must, however, be referenced.

c) Manuscripts which have been published originally in non-English language journals, provided that the prior publication is clearly indicated on the English language submission and referenced in the manuscript. In some circumstances, permission to publish may need to be obtained from the non-English language journal.

For example, any submission duplicating material previously published in full in "Proceedings" or book chapters is considered duplicate unless the exceptions in (a) above apply. Similarly, manuscripts dealing with subgroups of
data (i.e., patients) that have previously been analyzed, discussed and published as a larger group are considered
duplicate unless (b) above applies.

The Internet raises special concerns. If data have previously appeared on the Internet, submission of those data for
publication is considered duplication. If Internet publication follows journal publication, the journal publication
should be clearly referenced. Some journals may provide early Internet publication of accepted peer reviewed
papers which are subsequently published in that journal. This does not constitute duplication if both manuscripts
are identical and covered by the same single copyright.

**Fraudulent Publication**
The following activities are examples of fraudulent publication practices:

- a) Willful and knowing submissions of false data for publication.
- b) Submission of data from sources not the author's (or authors') own.
- c) Falsely certifying that the submitted work is original and has not been submitted to, or accepted by,
  another journal.
- d) Sponsoring or vouching for a manuscript containing data over which the sponsor has no control or
  knowledge.
- e) Allowing one's name to appear as an author without having contributed significantly to the study.
- f) Adding an author's name to a manuscript to which he/she has not contributed, or reviewed or agreed to
  in its current form.
- g) Flagrant omission of reference to the work of other investigators which established their priority.
- h) Falsification of any item on the copyright form.
- i) Failure to disclose potential conflict of interest with a sponsoring agency.

While not intended as an all-inclusive document, these examples and guidelines should alert authors to potential
problems that should be avoided when they are considering submission of a manuscript to a peer-reviewed
journal.

**Surgery Journal Editors Group Consensus Statement on the Adoption of the COPE Guidelines**

We, the undersigned member journals of the Surgery Journal Editors Group (SJEG), in the furtherance of integrity
in surgical and scientific publication, agree to adopt the guidelines established by the Committee on Publication
Ethics (COPE). The COPE guidelines represent a means of addressing a variety of ethical concerns, including
duplicate publication and authorship misconduct issues, which have, unfortunately, become more prevalent.

1COPE Committee on Publication Ethics. https://publicationethics.org/resources/guidelines

**CONSENSUS STATEMENT ON SURGERY JOURNAL AUTHORSHIP – 2006**

In the majority of clinical and research studies submitted to surgery journals for possible publication, many
individuals participate in the conception, execution, and documentation of each of those works. However,
recognition of work in the form of authorship has varied widely. This consensus statement is being issued to clarify
and define the criteria for surgical journal authorship.

The following guidelines should be used to identify individuals whose work qualifies them as authors as distinct
from those who are contributors to the work under consideration. All persons designated as authors should qualify
for authorship, and all those who qualify should be so credited.

**A. Authorship Criteria**

Individuals claiming authorship should meet all of the following 3 conditions:

1. Authors make substantial contributions to conception and design, and/or acquisition of data, and/or
   analysis and interpretation of data;
2. Authors participate in drafting the article or revising it critically for important intellectual content; and
3. Authors give final approval of the version to be submitted and any revised version to be published.

Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content. Allowing one’s name to appear as an author without having contributed significantly to the study or adding the name of an individual who has not contributed or who has not agreed to the work in its current form is considered a breach of appropriate authorship.

Acquisition of funding, collection of data, contributing cases, or general supervision of the research group, of itself, or just being the Chair of the department does not justify authorship if the above criteria are not fulfilled.

B. Order of Authors

The order of authorship on the byline should be a joint decision of the co-authors. Authors should be prepared to explain the order in which authors are listed.

C. Multi-Center Studies

When a large, multi-center group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship defined above and editors will ask these individuals to complete journal-specific author and conflict of interest disclosure forms. When submitting a group-author manuscript, the corresponding author should clearly indicate the preferred citation and should clearly identify all individual authors as well as the group name.

D. Contributors Listed in Acknowledgments

All contributors who do not meet the criteria for authorship should be listed in an acknowledgments section. Examples of those who might be acknowledged include: individuals who allowed their clinical experience (i.e., cases) to be included, a person who provided purely technical help, writing assistance, or a department Chair who provided only general support. Financial and material support should also be acknowledged.

Groups of persons who have contributed materially to the paper but whose contributions do not justify authorship may be listed under a heading such as “collaborators” or “clinical investigators” or “participating investigators,” and their function or contribution should be described - for example, “served as scientific advisors,” “critically reviewed the study proposal,” “collected data,” or “provided and cared for study patients.”

Because readers may infer their endorsement of the data and conclusions, all persons listed as contributors must give written permission to be acknowledged.

E. In Conclusion

This consensus statement is intended as a basic guide for authors. In the interest of promoting the highest ethics in surgical publishing and the surgical sciences, we ask that authors take these criteria into careful consideration when submitting a manuscript to a peer-reviewed surgical journal.
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