

Authorship Agreement

1. Authorship Guidelines¹

1.1 Definition:

An “author” is generally considered to be someone who has made substantive intellectual contributions to a published study. Some journals now request and publish information about the contributions of each person named as having participated in a submitted manuscript.

1.2 Inclusion Criteria for Authorship

All persons designated as authors should qualify for authorship, and all those who qualify should be listed.

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 manuscript or revising it critically for important intellectual content;
- 3) final approval of the version to be published.

Authors should meet conditions 1, 2, and 3. Each author should have participated sufficiently in the work to take public responsibility for appropriate portions of the content.

1.3 Exclusion Criteria for Authorship

Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship.

1.4 Collaborative Groups

Collaborative groups should identify the individuals who accept direct responsibility for the manuscript submission. These individuals should fully meet the criteria for authorship/contributorship defined above. Journal editors will ask these individuals to complete journal-specific author and conflict-of-interest disclosure forms. When submitting a manuscript authored by a group, the corresponding author should clearly indicate the preferred citation and identify all individual authors as well as the group name. Journals generally list other members of the group in the Acknowledgments.

1.5 Contributors

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 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.

¹ adapted from the International Committee of Medical Journal Editors: Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Writing and Editing for Biomedical Publication, <http://www.icmje.org/#author>

2. Authorship Agreement

Title of Manuscript: _____

Name of Journal: _____

The following authorship contributions have been assigned or planned in advance of submitting the manuscript for publication.

Author Contribution Checklist

Name	Study Conduct and Analysis					Manuscript Preparation		
	Section 1					Section 2		Section 3
	Conceptio n	Design	Data Acquisition	Data Analysi s	Result Interpretation	Drafting	Revising	Approval

Authorship is indicated for those who have made substantial contributions to sections 1, 2 and 3.

The order of authorship listing has been unanimously agreed to by all authors in advance of the manuscript preparation. The authors have decided the order of authorship together as below.

First Author: _____
 Second Author: _____
 Third Author: _____
 Fourth Author: _____
 Fifth Author: _____
 Sixth Author: _____

The corresponding author/guarantor will be _____, who will provide a written description of the contributions of each author and how the order of authorship was determined, appended to this agreement.

Changes to the inclusion and/or order of authorship may be made upon final approval of the manuscript to reflect actual contributions. Revisions to author inclusion and/or order will be agreed to by all named authors. A written description of the revision will be prepared by the corresponding author, signed by all authors and appended to this agreement.

