

Initial submission assessment

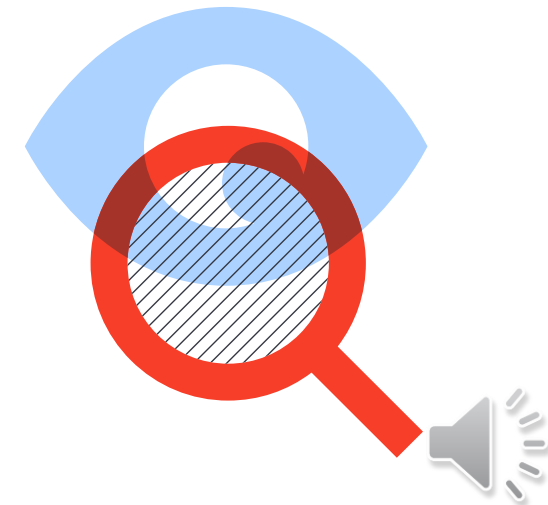
By the end of this module, you will:

- ✓ have developed an understanding of the importance of each step of the submission assessment process
- ✓ understand how to use the tools available to assess if a manuscript meets the journal requirements
- ✓ be able to determine when a manuscript requires resubmission or desk rejection



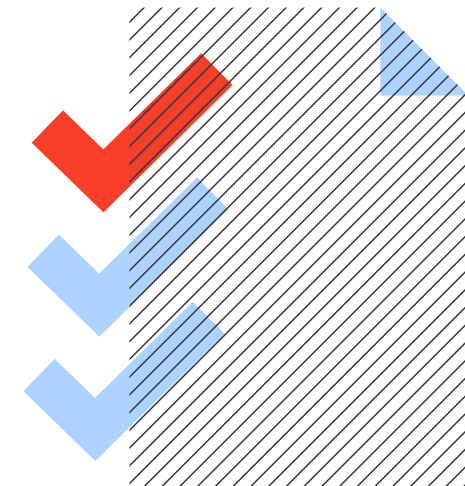
Submission checks include, but are not limited to

- A check for completeness: all components of the manuscript should be provided in accordance with the guide for authors (GfA) and the editorial policies of the journal
- Ensuring that a complete declaration of interest statement has been provided
- Assessing the iThenticate similarity check results
- Verifying that the research conforms to all protocols relevant to the specific field of research



Completeness of the manuscript

- Title
- Abstract
- Introduction
- Material and methods
- Results and discussion
- Conclusions
- Figure, tables and captions
- References
- Acknowledgments
- Data and supplementary material
- Cover letter
- Correct listing of authors' names and affiliations
- Declaration of interest statement
- Permission to reuse previously published content
- Written consent of any cited individual(s)



Language – manuscript is written in poor English

The scope or impact of the research does not meet the threshold for peer review



Desk reject based on scope or impact

The scope and impact of the research does meet the threshold for peer review



The level of language is too poor for reviewers to assess the merit of the research – request revisions



The level of language is not perfect, but sufficiently understandable – send for peer review



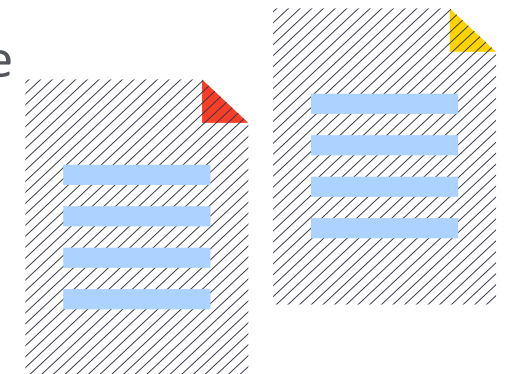
Quiz – Language

Question	Multiple Choice
You received a submission that is in principle interesting but barely understandable due to poor language. You are afraid reviewers will not receive the submission positively because of it.	A. No, it's clear that the authors are unable to Voice over by Chris instead? As the previous slide was in your voice
You would usually ask the authors to rewrite the manuscript, but they have provided a certificate confirming that they have used a paid language service.	B. No, the paper should receive a language reject so the authors understand they have wasted time and money on a language service
Should you still ask them to rewrite the manuscript?	C. Yes, the research is interesting so we should be giving the authors another chance



iThenticate similarity check

- Every paper is run through a similarity check and the resulting report is integrated into the submission system
- iThenticate detects textual similarities with a growing database of published scholarly literature hosted by Crossref
- It is imperative to check the similarity report
- iThenticate does not compare submissions against manuscripts still in the editorial process
- The similarity report detects all sources of text overlap
- Elsevier encourages authors to share their preprint anywhere at any time
- Peer reviewed conference proceedings are considered prior publication,
- conference program abstracts are not
- Only textual overlap can be detected through iThenticate!



iThenticate – Examples

The screenshot displays the Editorial Manager interface on the left and the iThenticate document viewer on the right. A red arrow points from the 'Duplicate Submission Check (30%)' link in the Editorial Manager sidebar to the iThenticate document viewer.

Editorial Manager Interface:

- Header: Editorial Manager™
- Navigation: HOME • LOGOUT • HELP • REGISTER • UPDATE MY INFORMATION • JOURNAL OVERVIEW • MAIN MENU • CONTACT US • SUBMIT A MANUSCRIPT • INSTRUCTIONS FOR AUTHORS • PRIVACY
- Important Message: Site under development. Do not use.
- Quicklinks
- Contents: These are the new submissions that have been decided.
- Page: 1 of 1 (5 total submissions)
- Table with 2 columns: Action, Author Name
- Row 1: View Submission, Similarity Check/iThenticate Results (23%), Duplicate Submission Check (30%), Details, Initiate Discussion, History, File Inventory, Edit Submission, Send Back to Author, Remove Submission, Redirect to Other Editor, Assign to Myself, Classifications, Similar Articles in MEDLINE, Send E-mail, Linked Submissions, PubMed - Title, Similar Articles in Scopus
- Row 2: View Submission, Similarity Check/iThenticate Results (23%), Duplicate Submission Check (100%), Details, Initiate Discussion, History, File Inventory, Edit Submission, Send Back to Author, Remove Submission, Redirect to Other Editor, Assign to Myself, Classifications, Similar Articles in MEDLINE, Send E-mail, Linked Submissions, PubMed - Title, Similar Articles in Scopus

iThenticate Document Viewer Interface:

- Header: iThenticate
- Document: ELSTRaining1-S-20-00508.pdf
- By: SERENA WALKER
- 6724 words • 75 matches • 17 sources
- Quoted Included, Bibliography Excluded, 35% SIMILAR
- Match Overview
- Table with 3 columns: Rank, Source, Similarity
- Row 1: 1, Internet, 1275 words, crawled on 30-Apr-2009, www.medmicro.wisc.edu, 24%
- Row 2: 2, Crossref, 292 words, Claudia Lupp, Marilyn L. Robertson, Mark E. Wickham, Inn a Sekirov, Olivia L. Champion, Erin C. Gaynor, B. Brett Fini, 6%
- Row 3: 3, Internet, 70 words, crawled on 23-Apr-2019, ar.scribd.com, 1%
- Row 4: 4, Internet, 32 words, crawled on 10-Mar-2020, pastebin.com, 1%
- Row 5: 5, Internet, 25 words, crawled on 05-Feb-2019, uncylopedia.tw, <1%
- Row 6: 6, Internet, 24 words, crawled on 14-Mar-2020, codepen.io, <1%
- Row 7: 7, Internet, 18 words, crawled on 06-May-2020, www.scribd.com, <1%
- Row 8: 8, Internet, 17 words, crawled on 10-Mar-2020, thomastone1.wordpress.com, <1%
- Row 9: 9, Internet, 16 words, crawled on 14-Mar-2020, www.burubuja.info, <1%
- Row 10: 10, Internet, 15 words, crawled on 24-Apr-2020, it.scribd.com, <1%



iThenticate – Examples

Introduction

Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Aenean vel lacus vel purus commodo hendrerit. Sed scelerisque dolor sem, eget hendrerit erat mattis et. Vestibulum et elit scelerisque justo mollis volutpat. Fusce congue dictum consequat. Proin tempus risus a sem tincidunt, vel facilisis quam laoreet.

Essential for many normal physiological processes is Bacterial colonization of the intestine. It is important for things such as the intestinal epithelial barrier, intestinal development and enhanced nutrient acquisition, immune system development (L. Hooper 2002, P. Sansonetti 2004). The effect of the microbiota to regulate host defense can be done in many ways. For instance, competition with the resident microbiota for nutrients, and host receptors is important (L. Hooper 2002, A. Weidner 2004). The intestinal microbiota by-products have been shown to inhibit the growth of pathogenic microorganisms (L. Hooper 2002, A. Weidner 2004).

Experimental Procedures

Mouse Experiments

C57BL/6 wild-type and IL-10 KO mice Bl6.129P2-IL10tm1Cgn/J (Jackson Laboratory, Bar Harbor, Maine) were housed in the animal facility at the University of iThenticate in direct accordance with guidelines drafted by the iThenticate Animal Care Committee and the UK regulatory guidelines regarding Laboratory Animals. Mice were fed a standard sterile chow diet (Mouse Plus, Company 567, London, UK) ad libitum. For infection studies, mice were orally infected with either wild-type *Citrobacter rodentium* DBS100 (Schauer and Falkow, 1993), a wild-type *Campylobacter jejuni* strain 81-176, originally isolated from a diarrheic patient (Korlath et al., 1985), or a natural nonpathogenic intestinal *E. coli* isolated during the course of these studies. Cras lectus lacus, maximus nec lorem condimentum, ultricies ultricies ante. Aliquam est sapien, facilisis auctor aliquam ut, elementum eu justo. Sed semper metus eu dui sodales pretium. Mauris ipsum elit, aliquam ac eros et, porttitor egestas purus. Aliquam eros purus, bibendum a finibus et, viverra sit amet velit.



Results

The Numbers of the Mammalian Intestinal Microbiota are reduced during Pathogen-Induced Inflammation

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Pellentesque egestas uninfected C57BL/6 mice contained approximately 10¹⁰ bacteria/g colon. Aenean sagittis ultrices sapien non semper. Nulla facilisi. investigate the changes that occur in the levels of colonic microbial population. Proin placerat sapien sed dui ultrices laoreet. Etiam semper non lorem eget dictum. Duis posuere erat et euismod consectetur.

C. rodentium is a well described murine pathogen that closely mimics human diarrheal pathogens EPEC and EHEC (Lupercio and Schauer, 2001). *C. rodentium* is a member of the family of the γ-Proteobacteria class in the phylum Proteobacteria. This rodent pathogen contains additional important pathogenicity islands. *C. rodentium* is well documented (Schauer, 2001).

Discussion

We have tested the hypothesis that inflammation with enteric pathogens and intestinal inflammation associated with the infection of the intestinal microbiota negatively, and that the disruption is due to enteric pathogenic infection, the inflammatory response mediated by the host, or a combination of these processes.

in vulputate vitae enim eget feugiat. Integer commodo quam porta sem porttitor, pretium vulputate mauris commodo. Cras suscipit urna elit, they are also of interest in the context of inflammatory bowel disease. Mauris luctus, mi ut cursus sagittis, IBD is a disease of elusive etiology, and although many potential triggers have been identified, eget lobortis nunc diam sed dolor. Mauris tincidunt sapien interdum, microbial populations in the intestinal tract of IBD patients are different from those of healthy individuals (Gophna et al., 2006, Martinez-Medina et al., 2006, Wang et al., 2007, Andoh et al., 2007). Donec vitae tortor et felis sollicitudin pretium. Curabitur nec erat nisi. Nullam faucibus vel dolor in lobortis. Sed mollis, nibh nec bibendum ullamcorper, elit libero porta urna, nec hendrerit justo tortor nec enim.

We have demonstrated that the intestinal microbial community changes in predictable ways in response to host-mediated intestinal inflammation. tellus. Curabitur elementum eros a tortor scelerisque, tempor dictum urna blandit. Mauris at ante sed arcu maximus auctor eget quis purus. Sed commodo eros ante. Donec felis sem, lacinia ut est non, vestibulum porta lectus. Sed semper auctor tincidunt. Nulla a libero et lorem facilisis facilisis. Aliquam quis turpis consequat.



iThenticate similarity check – summary

Is the research original?

In which section of the paper can textual overlap be found?

Does the textual overlap describe background and methods or results and conclusions?

How continuous is the overlap?

Are appropriate references included when there is textual overlap?



Quiz – iThenticate

Question	Multiple Choice
You have received a submission that contains very exciting research. The authors let you know in their cover letter that they have published the research in their native language at a local university press. Now realizing the potential impact of their work, they want to ensure that a larger readership has access to the results. Is it ok to consider the manuscript for publication?	<p>A. No, this is considered dual publication and the manuscript should be rejected</p> <p>B. Yes, it is fine to consider as long as the authors rewrite the manuscript so that it is not a direct translation of the previous paper</p> <p>C. Yes, the research is very important and should be published in a journal with a broad audience</p>



Declaration of interests

Conflicting interests can be:

Personal shares in a company that may benefit from the outcome of the research

Employment in a company with financial interest in the outcome of the research

Financial support of the research from an organization with financial interest in the outcome of the research

Close personal relationships with an individual who has conflicting interests

Quiz – Conflict of interests

Question	Multiple Choice
<p>You have received a submission investigating the effects of a herb on digestion. One of the authors of the submission has a second job selling herbal alternative medicines, including the one described in the submission. Should this be considered a conflict of interest (COI)?</p>	<p>Voice over by Chris instead? As the previous slide was in your voice (have not redone this one – it's missing an intro sentence)</p> <p>C. No, the author is unlikely to financially benefit from the research's publication as there are already similar digestive drugs available</p>



Research involving animal and human subjects

- Animal welfare is regulated by the ARRIVE guidelines
 - Reduce the number of animals required
 - Avoid unnecessary suffering
 - Mandatory ethics approval
- Journals publishing medical research follow recommendations of The International Committee of Medical Journal editors (ICMJE)
 - Mandatory ethics approval prior to the research being done
 - Informed consent obtained from all research subjects
 - Clinical Trials need to be registered before conducted
- Please use common sense



Quiz – Animal experiments

Question	Multiple Choice
<p>You have received a submission that includes mice experiments. The authors state in their cover letter that ethics approval is not required in their home country. Can the submission be considered for publication?</p>	<p>A. Yes, if you can confirm that the country in question does not have ethics guidelines.</p> <p>B. Yes, if the research was conducted in the country in question and all authors reside there.</p> <p>C. No, Elsevier prohibits publication of animal experiments without ethics committee approval.</p>



Quiz – Human experiments

Question	Multiple Choice
<p>You have received a submission that includes experiments with children. Do the authors need to provide proof of informed consent?</p>	<p>A. No, as the individuals are minor they cannot legally consent and the study should be rejected</p> <p>B. Yes, all individuals participating in a human study need to consent to the study including minors</p> <p>C. Yes, informed consent of minors needs to be provided by their legal guardians</p>



In summary, before sending a manuscript to peer review, you need to make sure that...

- ✓ All relevant manuscript files and information have been submitted
- ✓ The manuscript is presented in good, readable English
- ✓ The manuscript has passed an iThenticate Similarity Check
- ✓ A declaration of interest statement is available
- ✓ Any additional applicable guidelines have been followed