Permission to co-publish an abridged version of a Cochrane Review in a journal: form

Revised: 10 June 2019

This form has four sections to be completed by the authors (section 1), the Cochrane Review Group (section 2), the Cochrane Editorial & Methods Department (EMD) (section 3), and the publisher of the Cochrane Library, John Wiley & Sons Ltd (section 4).

# Section 1: authors to complete

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| --- | --- | --- |
| 1.1. | Cochrane Review title |  |
| 1.2. | Cochrane Review DOI (e.g. <https://doi.org/10.1002/14651858.CD013308>) or CD number if not yet published |  |
| 1.3. | Authors |  |
| 1.4. | Contact/corresponding author’s contact details (name, email, telephone) |  |
| 1.5. | Year and issue when Cochrane Review published in the *Cochrane Database of Systematic Reviews* (or anticipated issue if not yet published) | For example: 2010, Issue 1 |
| 1.6. | Is this an update of a Cochrane Review that has previously been co-published? | Yes/No |
| 1.6.1. | * If yes, please note whether the review’s conclusions have changed significantly since the previous co-publication or published version of the Cochrane Review, and provide details. |  |
| 1.7. | State the type of co-publication\* | Prior/Simultaneous/Post |
| 1.8. | Name of journal |  |
| 1.9. | Does this journal have a co-publication agreement with Cochrane\*? | Yes/No |
| 1.10. | Does this journal appear on the list of high-profile journals\*? | Yes/No |
| 1.11 | Has the article been submitted to the journal in question? | Yes/No |
| 1.11.1 | * If yes, what is the manuscript ID or reference provided by the journal for the article that has been submitted? |  |
| 1.12. | Estimated date of co-publication (if known) | Day/Month/Year |
| 1.13. | Have all authors of the Cochrane Review provided permission to co-publish the review? (You are advised to seek permission from all authors in writing and attach confirmation to this form.) | Yes/No |
| 1.14. | Do you agree to adhere to all requirements for co-publication\*? | Yes/No |
| 1.15 | Occasionally Wiley and the Cochrane EMD request to have sight of the proofs of the review article before publication. This is on a case-by-case basis and is primarily intended to ensure that co-published versions of the Cochrane Review adhere to the current co-publication policy. | |
| 1.16. | Other comments |  |
| *Action* | *Forward to the Managing Editor of the relevant Cochrane Review Group* | — |

\*Refer to the Cochrane co-publication policy in the Cochrane Editorial and Publishing Policy Resource (<https://community.cochrane.org/editorial-and-publishing-policy-resource/co-publication>)

# Section 2: to be completed by the Cochrane Review Group (CRG)

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| 2.1. | CRG |  |
| 2.2. | CRG contact person (name, position, and email) |  |
| 2.3. | Date form received from author | Day/Month/Year |
| 2.4. | Does the CRG Co-ordinating Editor give approval for this co-publication? | Yes/No |
| 2.4.1. | * If no, provide reason(s). |  |
| 2.5. | Other comments |  |
| *Action* | *Forward to the Cochrane Editorial & Methods Department: emd@cochrane.org (ensure that the subject line of your email clearly states “Co-publication query”)* | — |

# Section 3: **Cochrane Editorial & Methods Department to complete**

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| 3.1. | Date form received | Day/Month/Year |
| 3.2. | Does the Editor in Chief give approval for this co-publication? | Yes/No |
| 3.2.1. | * If no, provide reason(s) |  |
| 3.3. | Other comments |  |
| *Action* | *Forward to Cathryn Jordan (cjordan2@wiley.com), Associate Editor, John Wiley & Sons, Ltd (publisher of the Cochrane Library)* | — |

# Section 4: **Publisher (Wiley) to complete**

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| 4.1. | Wiley contact person (name, position, and email) |  |
| 4.2. | Date form received | Day/Month/Year |
| 4.3. | Does Wiley grant permission for this co-publication? | Yes/No/Not applicable |
| 4.3.1. | * If yes, date granted | Day/Month/Year |
| 4.4. | Journal co-publication agreement requested? | Yes/No/Not applicable |
| 4.4.1. | * If yes, date received | Day/Month/Year |
| 4.5. | Date CRG and CEU informed of decision | Day/Month/Year |
| 4.6. | Date co-publication policy updated to include journal | Day/Month/Year or Not applicable |