# Cochrane Editorial and Publishing Policy Resource

1 July 2024: The Editorial Publishing & Policy Resource is scheduled to be archived. This page may not contain the most updated version of the information and is being retained for reference until 1 August 2024. Editors may visit the revised editorial guidance resource.

Cochrane's editorial and publishing policies and practices for articles published in the Cochrane Database of Systematic Reviews, the Cochrane Library.

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<th>Pre-submission</th>
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<td>Policies that apply to proposals for Cochrane Reviews and the preparation of Cochrane Reviews and other Cochrane content before the articles are submitted for editorial review.</td>
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| **Cochrane Review updates** | | - Policy: article sharing
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| • Updating Classification System | **Comments on Cochrane Reviews** |
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| • Citation of updated Cochrane Reviews | • Submitting comments on Cochrane Reviews and protocols |
| **Managing expectations: what does Cochrane expect of authors, and what can authors expect of Cochrane?** | • Citing comments |
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| **Standards for Cochrane Reviews** | **Serious errors in published Cochrane Reviews** |
| • Cochrane Handbooks | **Withdrawing published Cochrane Reviews** |
| • Methodological Expectations of Cochrane Intervention Reviews (MECIR) | | |
| • Plain Language Expectations for Authors of Cochrane Summaries (PLEACS) | | |
| **External data and files** | **General editorial policies** | **For Editors: editorial management** |
| Cochrane Style Manual | General publishing policies | This section provides guidance for editorial teams on how to implement the policies listed in the Cochrane Editorial and Publishing Policy Resource plus policies or information specific to Editors involved in the preparation and publication of Cochrane Reviews and other Cochrane content. |
| **Appeals** | **Appeals policy: editorial management** | **Assigning What’s New events to Cochrane Reviews** |
| **Copy-editing** | • Appeals process | **Authorship and contributorship: editorial management** |

General editorial policies and related information.

Access to archive of Cochrane Reviews

Advertising

Citation versions: DOIs and URLs
General editorial policies applicable throughout the preparation of articles before publication.

**Authorship and contributorship**
- Criteria for authorship
- Editors or editorial staff as authors of Cochrane Reviews from their Cochrane Review Group
- Changes in authorship
- Authors using a group name
- Joint first authors
- Change in author affiliation
- Deceased authors
- Changes to author name
- Changes to author contact details
- Authorship disputes

**Complaints procedure:**
- Cochrane Library

**Complimentary Cochrane Library access for Cochrane authors and Groups**
- Policy and overview
- Arranging co-publication of a Cochrane Review
- Co-publication agreements with other journals
- Converting systematic reviews (non-Cochrane) to Cochrane Reviews
- Submitting abstracts to conferences
- Co-publication forms
- Reuse of published Cochrane content by Cochrane Groups

**Co-publication**
- Policy and process
- Where contributions are owned by Employer
- Submitting forms on behalf of an author
- Licence for publication forms for Cochrane Reviews and protocols
- Licence for publication forms for editorials

**Copyedited images: using in articles published in the CDSR**

**Date fields in Cochrane Reviews: overview**

**Editorial notes**

**Impact factor**

**Licence for publication forms**
- Policy and process
- Where contributions are owned by Employer
- Submitting forms on behalf of an author
- Licence for publication forms for Cochrane Reviews and protocols
- Licence for publication forms for editorials

**Open access**

**Authors using group name: Archie and RevMan guidance**
- Joint first authors: assigning in RevMan
- Change in author affiliation: RevMan and Archie guidance
- Deceased authors: Implementation guidance

**Cochrane Review Group Specialized Register: request for exemptions**

**Comments on Cochrane Reviews: editorial management**
- Receiving and responding to comments
- Process for dealing with submitted comments
- Workflow for managing Comments
- Handling comments in other languages
- Changes to the process for managing and publishing Comments, November 2020

**Complimentary access to selected Wiley journals for Cochrane Review Groups and Satellites**

**Conflict of interest: steps to action Research Integrity Editors and CoI panel decisions**

**Co-publication templates for CRG Managing Editors**

**Copy Edit Support**

**Data protection**

**Editorial note: editorial guidance**

**Editorial responsibility and approval**

**EMD screening resources**
- Feedback from Associate Editors

**Figures and tables: general reporting guidelines**

**Gold open access Cochrane Reviews and Protocols: editorial management**

**International editorial organizations: information for Cochrane Editors**

**More than one Cochrane Review Group (CRG) providing editorial support on a Cochrane Review**

**Overlapping scope: editorial management**

**Proposals for new Cochrane Reviews: editorial management**
- Proposals from authors to conduct new or updated Cochrane Reviews: process and guidance
- Title formats for Cochrane Reviews
- Review proposal forms

**Peer review: editorial management**

**Defamation**
**Recent space activity**

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**Blog Posts**


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