

# Change in author affiliation: RevMan and Archie guidance

See linked policy: [Change in author affiliation](#)

See guidance on how to enter multiple affiliations in Archie Help ([Contact address and Affiliations](#)); and how to add a footnote in RevMan:

- Open the review in RevMan
- Click on the Content Pane
- Review information
- Authors
- Double-click on the authors in question and insert the clarification for the change in the Footnote field at the bottom of the author's contact details.