### Cochrane Editorial and Publishing Policy 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>
<th>Submission to publication</th>
<th>After publication</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>
<td>Policies relevant to Cochrane content between submission for editorial review and up to publication.</td>
<td>Policies relevant to articles after publication.</td>
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**Cochrane Review proposals**

**Cochrane Review updates**
- Policy: Cochrane Review updates
- Updating Classification System
- Living systematic reviews
- Citation of updated Cochrane Reviews

**Managing expectations: what does Cochrane expect of authors, and what can authors expect of Cochrane?**

**Reporting search dates in Cochrane Reviews**

**Standards for Cochrane Reviews**
- Cochrane Handbooks
- Methodological Expectations of Cochrane Intervention Reviews (MECIR)
- Plain Language Expectations for Authors of Cochrane Summaries (PLEACS)

**Supplemental data and files**
- **Cochrane Style Manual**

**General editorial policies**

**General publishing policies**

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<th>General publishing policies and related information.</th>
<th>For Editors: editorial management</th>
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<td>Access to archive of Cochrane Reviews</td>
<td>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.</td>
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<tr>
<td>Advertising</td>
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<tr>
<td>Citation versions: DOIs and URLs</td>
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<tr>
<td>• Digital object identifier (DOI) and website address (URL) of a Cochrane Review</td>
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<td>Complaints procedure: Cochrane Library</td>
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**Article sharing**
- Policy: article sharing
- Inclusion in PubMed Central

**Comments on Cochrane Reviews**
- Comments: policy and process overview
- Submitting comments on Cochrane Reviews and protocols
- Citing comments
- Comments submitted outside the Cochrane Library commenting system

**Serious errors in published Cochrane Reviews**

**Withdrawing published Cochrane Reviews**
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

**Conflicts of interest and Cochrane Reviews**
- Policy: conflicts of interest and Cochrane Reviews
- Conflicts of interest declarations for Editorials

**Defamation**

**Complimentary access to Cochrane Library access for Cochrane authors and Groups**

**Co-publication**
- 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

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

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

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

**Copy Edit Support**

**Data protection**

**Editorial note: editorial guidance**

**Editorial responsibility and approval**

**Editorial workflows for Cochrane Reviews**
- About editorial workflows for Cochrane Reviews
- Policy for use of editorial workflows by Cochrane Review Groups
- User documentation and support

**EMD screening resources**
- Feedback from Network 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**
- Review proposal forms
- Editorial process: titles

**Peer review: editorial management**
- Aim of peer review
- Editorial roles during the peer review process
- Acknowledgement
- Collating and addressing peer review comments
- CRG and DTA editorial team peer review policies and procedures
- Declarations of potential conflicts of interest for peer reviewers: implementation information
- Delegation of peer review responsibilities
- Exceptions to named peer review: editorial management
- Feedback to peer reviewers
- Inviting peer reviewers
- Inviting peer reviewers to be authors
- Number and expertise of peer reviewers: implementation
- Peer review checklists
- Support resources (peer review)
- Cochrane TaskExchange: new peer reviewers

**Plagiarism: editorial management**
- Detecting plagiarism using Similarity Check
- What to do in cases of suspected plagiarism in submitted articles
- Managing reports of suspected plagiarism in articles published in the CDSR
- Support resources (plagiarism)
<table>
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<th>Recent space activity</th>
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| **Christine Schorfheide**  
Version histories updated Sep 02, 2021 • view change |
| **Liz Uooley**  
Assigning What's New events to Cochrane Reviews updated Oct 29, 2020 • view change |
| **Harriet MacLehose**  
WHO and PAHO addenda updated Jul 27, 2020 • view change |

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<td>Rejection policy: editorial management</td>
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- Implementing the rejection policy |
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- Support resources (rejection policy) |

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- Steps to withdraw a Cochrane Review |
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- Display of published withdrawn articles |

PROSPERO: International prospective register of systematic reviews