

Publication Guidelines for the Behavior Change Consortium (BCC)

Introduction:

The goal of the BCC initiative is to investigate innovative, theoretically based interventions designed to achieve health behavior change. While each of the 15 BCC research grants addresses unique aims, there is also great benefit in collaborative research involving multiple BCC sites. The BCC creates and encourages but does not control collaboration amongst colleagues on joint publications or presentations related to the BCC. The purpose of these publication guidelines is to encourage scientific publications and safeguard the legitimate interests of all BCC investigators and funding agencies.

Authorship of publications or presentations based on BCC data or findings is determined by the collaborating colleagues and guided by the publication standards of their professions and each funding agency's requirements.

De Novo Data Generated from BCC Working Groups

Collaborative projects undertaken by working groups may result in the collection of *de novo* information, not related to the specific aims of any individual BCC project. This *de novo* information may include, but not limited to, a literature review, data collected in surveys across BCC sites, or collected as part of a funded supplement with ancillary aims. Publications or presentations based on this information will be directed from within the respective working group. Guidance on author inclusion and review of manuscripts will be provided by the co-chairs of the respective working group(s) involved.

Collaborative Data Analysis from Multiple BCC Sites

Besides the individual projects' core specific aims (for which each project's Principal Investigator is responsible), there are research questions that may require shared data from two or more projects. Collaborative analyses, defined as analyses of shared existing or generated data from more than one BCC site, may be proposed by investigators from one or more BCC sites and/or from one or more workgroups. It may be anticipated that investigators not originally part of the BCC may eventually request access to shared data that are not specific to any one project or workgroup. All publications based on analysis of shared data from more than one site shall be reviewed by the Principal Investigators of the sites involved, and may involve Workgroup Co-Chairs (PI/WCC) and representatives of the funding agencies involved in organizing these collaborative efforts.

Procedures for Initiating Collaborative Publications or Abstracts:

Individuals interested in initiating a publication or presentation should first publicize their intent to take the lead on a particular manuscript by completing an Analysis Proposal available on the BCC website (see [URL] for a copy of this form) and circulating this form to the BCC listserv.

The Analysis Proposal must bear the signature of the BCC PI or workgroup co-chair sign who is responsible for the proposal.

The Analysis Proposal requests that the following information must be provided:

1. Name of the originating workgroup or author
2. Proposed authors and note that paper is open to possibility of additional authors who believe they could make a contribution deserving of authorship.
3. Date of submission of the Analysis Plan
4. The title of the proposed paper or presentation
5. Description of aims, rationale, and analytic purpose
6. A brief description of the measures, population, and statistical analyses
7. Whether data are project specific or require shared data.

The announcements will be posted as part of e-mail notification on the BCC listserv generated when the Analysis Plan is submitted. It is encouraged that the Analysis Plan be completed as early in the manuscript creation process as possible, typically when an author is ready to begin the paper.

Timing

Timely submission of an Analysis Plan is encouraged. Once an Analysis Plan has been reviewed by the BCC researchers involved, analyses should be completed within six (6) months. If substantive progress has not been made toward completing and submitting the manuscript **within six (6) months**, someone else (see procedures for initiating collaborative publications or abstracts) may petition to take the lead on its completion.

N.B.: For **conference presentations**, this procedure will require announcements at least **two months** prior to the submission deadline. Such announcements will allow authorship issues to be resolved prior to an abstract being submitted.

Authorship Grievances

If there are researchers who believe they deserve authorship on any particular paper and the first author disagrees, the disagreement will be forwarded for appeal to an Executive Committee.

The Executive Committee will consist of one workgroup co-chair from each workgroup (TBD) and each project's PI (or a designee thereof), along with Susan Solomon and Marcia Ory. Decisions made by the executive committee are by majority vote (no vote by the allotted time will not be counted). Within three (3) weeks' receipt of the appeal, the Executive Committee will conduct the vote and notify the involved parties of its decision.

Considerations For Authorship:

Authorship on a paper requires that the individual has done at least one of the following:

1. a substantial part of the writing (i.e., writing a section of the paper or contributing a substantial number of references, not simply reviewing and suggesting revisions)
2. work related to the study or data being reported (e.g., conceptualizing, developing questions for, and compiling the data, not simply sending out or tallying questionnaires (data entry), or making phone calls (e.g, counselor calls).
3. have made key conceptual contributions that substantially influence the direction of the paper (with substantial follow-up support that aids in the development of the this specific paper; not just making suggestions for ideas to consider). Contributors who don't receive authorship but who have made some contribution will receive acknowledgments in a footnote.

Acknowledgements

In addition to acknowledging the appropriate funding agencies, all publications should include the following statement in the Author's Note to ensure that proper acknowledgement is made to the sponsors and co-sponsors of the BCC.

“The authors would like to thank the following individuals and organizations for their generous support of the Behavior Change Consortium and its various activities: Participating sponsors from 16 National Institutes of Health; the Office of Behavioral and Social Sciences Research; The American Heart Association; and The Robert Wood Johnson Foundation. Data for this publication have been contributed by: CENTER NAME, P.I. NAME, GRANT # (*repeat as appropriate*).”

BCC Cross-site Studies

Proposal for Collaborative Papers and Abstracts

BCC organizers would like to follow analyses based on collaborative data from BCC investigators. We also encourage all members of the working group initiating the proposal to review the document. This form will be used to notify BCC investigators that a new collaborative analysis is being proposed and will be posted on the BCC website. Please complete this form and send it as an e-mail attachment to (TBD).

Date: ___ ___ ___ ___ ___ ___
 Month Day Year

Last Revised: ___ ___ ___ ___ ___ ___
 Month Day Year

Name of Originating BCC Workgroup(s):

Name of Originating Author/Contact:

Affiliation:

Other members of the writing group (insert additional lines, if necessary):

Name:

Affiliation:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Responsible Principle Investigator or Workgroup Co-Chair

Name: _____ **Affiliation:** _____

Working Title: _____

Type of Project:

Abstract:
Which meeting? _____
Submission deadline? _____

Manuscript:
Which journal? _____

Other (please specify) _____

Is this a funded project? No Yes, (funded by) _____

Anticipated needs for project (please describe):

Formation of datasets? _____

Statistical consultation? _____

Other Needs (please explain) _____

ANALYSIS PROPOSAL

- 1. Background & Rationale**
 - a. Aims:**
 - b. Significance:**
 - c. Analytic Purpose:**
- 2. Specific Question being Addressed/ Hypotheses of Interest**
- 3. Description of Population**
- 4. Description of Variables**
- 5. Cross-site variables to be analyzed:**
 - a. Time points for analysis:**
 - b. Overview of the Statistical Analyses** (should correspond to each proposed aim/hypothesis)
- 6. References, where available**