

## Publication Guidelines September 19 2025

1. When you are ready to circulate a manuscript, and have worked out how many authors each site is entitled to, please email [georgiaT@qimr.edu.au](mailto:georgiaT@qimr.edu.au) to get the latest version of the authorship xcl file, and of the Acknowledgements text.
2. Then send the manuscript and Acknowledgement text to all the PIs of the relevant sites, and ask them to nominate the relevant number of other authors from their sites, and to edit the Acknowledgement text if necessary [**send all edits of this text to Georgia so that she can update it**]
3. If the nominated authors aren't on the xcl spreadsheet, ask for their details **and forward to Georgia so that she can update**
4. Ask Antonis which 'core' CIMBA authors should be invited to be authors
5. Use the 'Export Instructions' tab on the xcl file to generate the list of authors and affiliations in Word.
6. Send the manuscript to all nominated authors, including the relevant core authors, and ask them for comments *and to opt in* (see Appendix for instructions on setting up the Opt in system)
7. At least three attempts should be made to contact potential authors, the last should be a study-specific email (with no attachments) to all contacts/authors for the corresponding study asking for a response.

As of October 2014 (with amendments in July 2018, February 2020, May 2022 and April 2023), authorship on CIMBA papers changed to the following:

### **CIMBA-only papers**

The following requirements apply for all papers, **except** those using individual-level iCOGS/'original' OncoArray data, and only "core" (non-genetic) data, from female, European-ancestry carriers. Core variables are described here:

<http://cimba.ccge.medschl.cam.ac.uk/projects/data-access-requests/>.

*For these papers no named authors from CIMBA need to be included (nor be PubMed searchable).*

For all other CIMBA-only papers the following default authorship requirements apply

#### On female carriers

- Writing Group members
- Core Group members (e.g. funders, genotypers, QC, analysis)
- plus one author per site that contributed DNA samples to the iCOGS/OncoArray experiments (regardless of the number of carriers they are contributing or how many pass QC),
- plus one *additional* author for 200-399 carriers, 2 for 400-599 carriers, 3 for 600-799 etc with no maximum
- for papers limited to *BRCA1* or *BRCA2* carriers, the numbers of authors will be calculated accordingly
- plus 'on behalf of CIMBA'

### On male carriers

- Writing Group members
- Core Group members (e.g. funders, genotypers, QC, analysis)
- plus one author per site that contributed DNA samples for OncoArray or Confluence genotyping\* (regardless of the number of carriers they are contributing, or how many pass QC),
- plus one *additional* author for 10-19 carriers, 2 for 20-29 carriers etc with no maximum
- for papers limited to *BRCA1* or *BRCA2* carriers, the numbers of authors will be calculated accordingly
- plus 'on behalf of CIMBA'

\*For papers using phenotypes only, limit of two authors per site that contributes up to 100 male carriers, three for 101-399, four for 400 or more male carriers

### On male *and* female carriers

- Each site will be entitled to the largest number of authors calculated on the basis of their male *and* female carriers
- plus writing group members and 'on behalf of CIMBA'

### **In addition**

#### For papers that are based on pedigrees

- Authorship will be based on the number of female carriers (as above) in the pedigrees

#### For papers restricted to carriers of European ancestry

- Asian sites will be offered one authorship position

#### For papers restricted to carriers of Asian ancestry

- Numbers of authors per carriers for the Asian sites will be as above for male and female carriers

Similar rules would apply for descriptive papers, *i.e.* based on the number of mutation carriers contributed.

**Note** that the study name can count as an author, but cannot be included in addition to the author numbers described above.

### **Joint Consortium papers, including with Confluence**

Separate arrangements exist for joint consortium papers

#### For papers that include comprehensive analysis of CIMBA data

- Aim to be consistent with the arrangement made with the other consortia *e.g.* a maximum of two (or four, for the large CIMBA sites - CONSIT TEAM, EMBRACE, GC-HBOC, GEMO and HEBON - *there may be additional 'large sites' with the addition of Confluence*) authors per site - but no more for any site than would be used on a CIMBA-only paper.

#### For papers with minimal reference to CIMBA results

- 'CIMBA' as an author, plus up to two people who did the analysis

However, the CIMBA PIs have agreed that for main and subsequent Confluence papers only the participating consortia (including CIMBA) be named on the title page, with all eligible authors within each consortium being searchable on PubMed. Since group authors (such as ‘kConFab Investigators’) cannot be listed on Pubmed, kConFab, SWE-BRCA, HEBON, CONSTIT, GEMO, GC-HBOC, EMBRACE and OCGN have agreed to rotate authors instead.

The above default requirements for joint Consortia papers will apply to all Confluence papers, *except* papers other than “main” papers which are based on Concepts approved more than three years after requested genetic data become available, and that include only “core” other (non-genetic) data. For these papers no named authors from CIMBA need to be included (nor be PubMed searchable).

Some flexibility should be allowed for in light of individual journal requirements regarding authorship. As in the Vancouver guidelines (<http://www.icmje.org/#author>), authorship credit should be based on

1. substantial contributions to conception and design, or acquisition of data, or analysis and interpretation of data
2. drafting the article or revising it critically for important intellectual content and
3. final approval of the version to be published. Authors should meet conditions 1, 2, and 3.

### **Authorship opt-in**

We have moved to an opt-in arrangement for authorship:

Each author must actively confirm that they agree to be included as an author of a manuscript. To minimise issues with missed emails, at least three attempts should be made to contact potential authors, the last should be a study-specific email (with no attachments) to all contacts/authors for the corresponding study asking for a response.

Please set up a google form (see separate Appendix document) for the opt-in system.

### **Deviations**

All deviations from these recommendations (in number of authors per study, how authors are named or active-opt-in to authorship) should be proposed and approved via a Concept or amendment. It is the corresponding author’s responsibility to check journal guidelines prior to submission to ensure CIMBA authorship requirements can be accommodated. If a journal unexpectedly requests, after review, that authorship be limited, DACC advice should be sought immediately.