**The RURAL Cohort Study**

**RURAL Cohort Study Manuscript Form**

The RURAL Cohort Study Coordinating Center recommends reading the RURAL Cohort Publications and Presentations Policy before completing this form. This Policy can be found on the RURAL Cohort Study website ([https://www.theruralstudy.org/)](https://www.theruralstudy.org/) and is available via email request from The RURAL Cohort SCC Administrator at: [rural@uthscsa.edu](mailto:rural@uthscsa.edu).

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| **Date of Submission:** |
| **WRITING CHAIR NAME:**  **Contact Information:**  *Institution:*  *Email Address:*  *Phone Number:*  *(If this is your first RURAL Cohort Study manuscript proposal, please include a letter of introduction from a RURAL Cohort Study Investigator.)* |
| **RURAL Cohort Study Investigator/Sponsor:**  *Name:*  *Institution:*  *Email Address:*  *Phone Number:* |
| **Proposal Title:** |
| **Abbreviated Title (Up to 60 characters):** |
| **Proposed co-authors names, institution, email addresses, and co-author contributions:**  (The RURAL Cohort Study Executive Committee and/or the Publications and Presentation Subcommittee may nominate additional authors if special expertise for interpreting RURAL Cohort Study data is needed. For all locally analyzed papers, please justify the use of each co-author; if the paper is from a multisite ancillary study, co-authors from contributing Cores of the RURAL Cohort Study should be involved.) |
| **Have all co-authors reviewed and approved this document?**  Yes  No |
| **Has the lead author checked for overlap of manuscripts with the RURAL Cohort Study Administrator?**  Yes  No  Please confirm that this manuscript has been checked for overlap with the RURAL Cohort SCC Administrator at rural@uthscsa.edu. If possible, overlap exists, please describe your resolutions here: |
| **Have all co-authors reviewed and agreed to comply with the Publications and Presentations Policy?**  Yes  No |

**PART 1: General Information**

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| 1. **Type of study (Select only one):**   Main Study  Ancillary Study  *If Ancillary Study, please list*  *Study Title:*  *PI:* |
| 1. **Type of data (select one):**   Methodological Paper (Focus on approaches to assemble and evaluate the Cohort or new statistical methods)  Cross-sectional Paper (Focus on reporting data collected as part of the baseline evaluations, including description of the distribution of risk factors, differences between groups (including races) in the distribution of risk factors, and the association between risk factors)  Longitudinal Paper (Focus on the association of baseline characteristics with data collected during the follow-up of the RURAL Cohort Study)  Event data Paper (Focus on adjudicated stroke events, MI events, other vascular events, all-cause mortality and adjudicated causes of death [For the use of this data, please contact the RURAL Cohort SCC Administrator at [rural@uthscsa.edu](mailto:rural@uthscsa.edu)])  **2a. If cross-sectional paper** (This is dependent on the hypothesis and variable(s) being assessed):  “Complete participants”:  Yes  No  (Participants who complete the baseline (gave verbal consent over the telephone) as well as the in-person exam)  “Partial participants”:  Yes  No  (Partial participants are those who only completed baseline but did not have in-person exam component.) |
| 1. **Type of Dataset or Samples requested from the RURAL Cohort Study:** |
| 1. **Location of analysis:**   Central (By the RURAL Cohort Study Data Coordinating Center staff)  Local (Site): Please see the RURAL Cohort Study Publications and Presentation Policy as additional details are required. |
| 1. **Genetic Information:**   Do you propose the use of data from participants’ DNA?  Yes  No  If yes, is the paper addressing vascular-related conditions?  Yes  No  If no, the RURAL Cohort Study participants did not provide consent for uses of DNA for diseases unrelated to vascular problems. Please refer to the RURAL Cohort SCC for guidance. |
| 1. **Conflict of Interest:**   a. Are these analyses to involve a for-profit corporation?  Yes  No  b. Do you or any member of your Writing Group intend to patent any process, aspect, or outcome of these analyses or use the results to support a commercial product?  Yes  No  c. If the answer to a or b is yes, the involvement includes (check one):  An unrestricted educational or research grant  Hypothesis development and/or data analysis (results require verification by the RURAL Cohort SCC) |
| 1. **Timeline for Manuscript Completion:**   Projected date for first draft (MM/YYYY):  Projected date for initial submission to a journal (MM/YYYY): |
| 1. **Name of Potential Journal for Manuscript Submission:** |

**PART II: Manuscript Details**

*The following information should be provided in this document with a page length of approximately 2-4 pages. Proposals over 4 pages will not be accepted.*

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| **Abstract**: Under 250 words |
| **Keywords:** 4-5 keywords |
| **Introduction:** Provide the Study reasoning and appropriate background |
| **Hypothesis:** Clearly stated and specific scientific questions to be addressed |
| **Data:** Description of the sample: type, size, inclusion/exclusion criteria, and stated variables |
| **Analysis plan and methods:** Description of statistical analysis (i.e., sample power) and other methods |
| **Summary:** Any preliminary conclusions |
| **References:** Provide formatted references |

**Part III: Submission of Manuscript Form**

Please let the RURAL Cohort SCC Administrator know if you should have any additional comments or questions. For the first manuscript proposal submitted by a non-RURAL investigator, a brief letter of introduction must be provided, including their background and credentials, and the name of the RURAL Cohort Study Investigator who is the sponsor.

Following the completion of Part I and II, please send this document and if needed the letter of authorship support to the RURAL Cohort SCC Administrator at rural@uthscsa.edu.

Statement of Authorship Form

The first author and each co-author listed on the manuscript must complete the following Statement of Authorship form prior to submission of their manuscript to the RURAL Cohort Study Publications & Presentations Subcommittee. In addition, the RURAL Cohort Study Publications and Presentations Subcommittee will review the completed form prior to the manuscript being submitted to the journal.

Digital Signatures are accepted. If for any reason, an author cannot complete and sign the form, he or she may send an email with their respective contributions to the first author. This is an exception and not the rule.

The RURAL Cohort Study Publications & Presentations Subcommittee recommends for the first author to review the co-author’s contributions. All authors should review authorship criteria as defined by the [ICMJE](http://www.icmje.org/).

If the first author or any of the co-authors should have any questions, please contact the RURAL Cohort SCC’s Administrator at rural@uthscsa.edu.

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| **The RURAL Cohort Study – Statement of Authorship** | | |
| **Title:** | | |
| **I agree that each of the co-authors has made contributions as stated below and that these contributions are sufficiently substantive to merit authorship.** | | |
| 1. First Author | Signature | Date (MM/DD/YYYY) |
| \*\* Each co-author must briefly state their contribution to the manuscript and sign \*\* | | |
| 1. co-Author | Signature | DATE(MM/DD/YYYY) |
| Contribution | | |
| 1. Co-author | Signature | Date (MM/DD/YYYY) |
| Contribution | | |
| 1. co-author | SIGNATURE | Date (MM/DD/YYYY) |
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| 1. Co-author | Signature | Date (MM/DD/YYYY) |
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| contribution | | |
| 1. Co-author | Signature | Date (MM/DD/YYYY) |
| contribution | | |
| 1. Co-author | Signature | Date (MM/DD/YYYY) |
| CONTRIBUTION | | |
| **\*\*\* For each additional co-author, the first author or senior author must justify inclusion of more than nine authors and attach justification statements. \*\*\*** | | |
| 1. Co-author | Signature | Date (MM/DD/YYYY) |
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| Justification for more than Nine authors: | | |