
Publications and Presentations (PPS) Sub Committee

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Objectives of the PPS

- Encourage the development of high-quality peer-reviewed scientific manuscripts and presentations
- Encourage the development of collaborations with investigators outside of the D2d Research Group.
- Preserve the scientific integrity of D2d in publications and presentations.
- Protect the rights and privacy of study participants in publications and presentations.

Proposals for Manuscripts

- Proposals for manuscripts for ancillary analyses should be submitted to PPS (d2d@tuftsmedicalcenter.org) by the lead author, before any data analysis takes place. The lead author will designate whether the proposal is considered Tier 1, 2 or 3
- Investigators outside of the D2d Research Group (for example a research fellow at a site) may serve as lead author on a proposal, provided at least one D2d investigator serves as a co-author and "sponsor" of the project.
- Addendum manuscript proposals may be submitted for an additional manuscript relating to a previously approved manuscript

Categories of Publications

- Tier 1, Primary D2d outcomes: Protocol-specific publications that report the main outcomes of the study or any other major finding from D2d that, in the opinion of PPS and SC, merit a tier 1 designation. Proposals for tier 1 publications generally emanate from the EC.
 - E.g. trial design; baseline characteristics; overall safety and effects of vitamin D supplementation on the primary outcome.
- Tier 2, Secondary D2d outcomes: Analyses of secondary outcomes, ancillary analyses (which are not part of ancillary studies) or epidemiologic analyses emanating from the core D2d study that do not merit a tier 1 classification.
- Tier 3, Ancillary Studies or Methodology: These publications report analyses of results of ancillary studies or focus on methodological issues or any other publications that do not merit a tier 1 or 2 classification.

Review of manuscripts by PPS

- During review of proposals, PPS ensures that:
 - There are no conflicts with other proposals.
 - The proposal does not interfere with the study (if ongoing).
 - Methodology description and proposed data analyses are appropriate and consistent with other D2d publications.
- Approval of the proposal, suggested modifications or rejection of the proposal will be communicated to the lead author.
- Manuscripts must be reviewed and approved by all co-authors (i.e. writing group) prior to submission to the PPS for review and approval.

Abstracts

- Abstracts to scientific meetings will be considered only for topics/analyses (i.e. proposals) that have already been approved by PPS (or ASES)
- Requests for additional data from the CC must be made at least 12 weeks prior to abstract submission. These requests need to be approved by PPS
- Abstracts must be reviewed and approved by all co-authors (i.e. writing group) prior to submission to the PPS for review and approval. Submission of an abstract by the lead author assumes that all co-authors have contributed to the abstract and have approved the submitted version.



Abstracts

- The lead author must submit the abstract to the PPS (d2d@tuftsmedicalcenter.org) at least 4 weeks prior to the submission deadline for the upcoming scientific meeting.
- The PPS will respond within 2 weeks.
- Depending on the Tier designation, the abstract may also need to be reviewed and approved by the SC.
- During review, the PPS will ensure that:
 - Abstracts are consistent with the proposal previously approved, and do not overlap with existing abstracts or manuscripts (in preparation or published).
 - Methodology description, data analyses and interpretation are appropriate and consistent with other D2d publications.

Presentations

- After an abstract is accepted for presentation, the presentation (poster or oral presentation) also needs to be reviewed and approved by PPS. The same procedure as with abstracts will be followed
- The CC has a template (i.e. standard style) to be employed for all D2d-related slide presentations and posters. It is the responsibility of the lead author to obtain an e-copy of the slide or poster template by the CC.

Presentations

- It is expected that posters/oral presentations will be derived from abstracts that have received prior PPS approval. If there is no prior approval, the review process for presentations will be handled in the same manner as for abstracts.
- *Invited Presentations:* If individual members of the D2d Research Group are invited to present D2d-related data or to represent the D2d Research Group, then the invitation must be forwarded to the CC that will manage all such invitations on behalf of the Research Group.

Miscellaneous

- Guidelines for authorship
 - Work share
 - Fairness
 - Writing groups
- Contributions and contribution metrics
- References
- Credits to NIH and other institutions