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ABOUT THE JOURNAL

Aims and Scope

The *BJC* is one of the most cited general cancer journals, it is committed to publishing cutting edge discovery, translational and clinical cancer research. The *BJC* aims to provide a global platform to disseminate important research within the broad spectrum of oncology. The journal publishes within the following six subject categories:

- Clinical Studies
- Translational Therapeutics
- Molecular Diagnostics

- Genetics and Genomics
- Cellular and Molecular Biology
- Epidemiology

The *BJC* is published in association with <u>Cancer Research UK</u>, the world's leading independent cancer charity dedicated to saving lives through research.

Details

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ARTICLE TYPE SPECIFICATION

Article Description	Abstract	Word limit	Tables/ Figures	References
Article (Please see preparation of articles below for further details) Research describing novel findings that are of broad interest to cancer researchers and/or oncologists. Systematic Reviews, Meta-analyses and Clinical Trials are classified as Articles. These are peer reviewed.	Structured abstract that includes the headings: Background, Methods, Results, Conclusions, Clinical Trial Registration (if appropriate); max 200 words	5,000 words (excluding abstract, references and figure legends)	Max of 6	Typically max 60
Review Article Reviews are focused articles on topics of interest to a broad audience. Submissions are typically invited by the Editor, but potential authors are encouraged to approach the journal with suggestions at bjc@springernature.com . These articles are peer reviewed.	Unstructured abstract; max 200 words (excluding abstract, references and figure legends)		Max of 4	Typically max 100
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PREPARATION OF ARTICLES

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The cover letter must state the material is original research, has not been previously published (except as a preprint; see <u>Editorial Policies</u> for more details) and has not been submitted for publication elsewhere while under consideration. If the manuscript has been previously considered for publication in another journal, please include the previous reviewer comments, to help expedite the decision by the Editorial team.

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BJC requires authors of original research papers that have been sent for external review to include in their resubmitted manuscripts relevant details about several elements of experimental and analytical design. This initiative aims to improve the transparency of reporting and the reproducibility of published results, focusing on elements of methodological information that are frequently poorly reported. Authors being asked to resubmit a manuscript will be asked to confirm that these elements are included by filling out a checklist that will be made available to the editor and reviewers.

Manuscript

Please note that original articles must contain the following components. Please see below for further details.

- Title page
- Abstract
- Background
- Methods
- Results
- Discussion
- Additional Information
- References
- Figure legends
- Tables
- Figures

Title Page

The title page should contain:

- Title of the paper Titles should be informative, should be 150 characters or less and should not make a statement or conclusion
- Full names of all the authors and their affiliations, together with the e-mail address of the corresponding author.
- The corresponding author should also provide an ORCID identifier. For more information about ORCID click here
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Abstract

Research Articles must be prepared with a structured abstract designed to summarise the essential features of the paper in a logical and concise sequence under the following mandatory headings: Background, Methods, Results, Conclusions, Clinical Trial Registration (if appropriate).

All other article types use unstructured abstracts; please check the relevant <u>article type</u> for details on abstract length.

Background

This section should provide a brief introduction to the topics discussed including the context and purpose of the study.

Methods

This section should contain sufficient detail so that all procedures can be reproduced, and should include references. Methods that have been published in detail elsewhere should not be described in detail.

Authors should provide the name of the manufacturer and their location for any specifically named medical equipment and instruments, and all drugs should be identified by their pharmaceutical names, and by their trade name if relevant. See <u>Editorial Policies</u> for more details.

Results

The results section should present the experimental data in text, tables or figures. Tables and figures should not be described extensively in the text.

Discussion

The discussion should focus on the interpretation and the significance of the findings with concise objective comments that describe their relation to other work in the area. It should not repeat information in the results. The final paragraph should highlight the main conclusion(s), and provide some indication of the direction future research should take.

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All manuscripts must contain the following sections in this order under the heading Additional Information:

- Acknowledgements
- Authors' contributions
- Ethics approval and consent to participate
- Consent for publication
- Data availability
- Competing interests
- Funding information

Please see below for details on the information to be included in these sections.

Acknowledgements: These should be brief and should include sources of material (e.g. novel drugs) not available commercially. Preprints on recognised servers, published conference abstracts and numbered patents should be included here and also cited in the reference list (unless cited within the main text of your manuscript).

Authors' contributions: The authorship section is mandatory. The individual contribution of each author to the manuscript must be specified in this section (for example, 'JS designed experiments and helped write the manuscript'). Guidance and criteria for authorship can be found in the <u>Editorial Policies</u> section.

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- The name of the ethics committee that approved the study and the committee's reference number if appropriate.
- A statement that the study was performed in accordance with the Declaration of Helsinki.

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- The datasets generated and/or analysed during the current study are available in the [NAME] repository, [PERSISTENT WEB LINK TO DATASETS]
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We strongly encourage that all datasets on which the conclusions of the paper rely should be available to readers. Please see the guidelines on Research Data policy here

Competing interest: Authors must declare whether or not there are any competing interests, financial and non-financial, in relation to the work described. This information must be included at the submission stage and will be published as part of the paper. If the authors do not have any competing interests, then please write "The authors declare no competing interests". See our Editorial polices for more information.

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References

References should follow the Vancouver format and should be numbered sequentially throughout the text. All authors should be listed for papers with up to six authors; for papers with more than six authors, the first six only should be listed, followed by *et al.* (see examples below)

References that appear only in tables, figure legends or boxes should be included at the end of the reference list. When cited in the text, reference numbers should be superscript, not in brackets.

Only articles that have been published, or accepted by a named publication, should be in the reference list; papers in preparation and personal communications should be mentioned in the text with a list of authors (or initials if any of the authors are co-authors of the present contribution).

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Abbreviations for titles of medical periodicals should conform to those used in the latest edition of Index Medicus. The first and last page numbers for each reference should be provided. Abstracts and letters must be identified as such. Papers in press may be included in the list of references.

Examples

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Journal article, in press: Gallardo, R.L., Juneja, H.S., Gardner, F.H. Normal human marrow stromal cells induce clonal growth of human malignant T-lymphoblasts. Int. J. Cell Cloning (in press).

Preprint: Cheng, D.K., Oni, R.E., Park, Y., Thalappillil, J.S., Ting, H.-c., Prasad, N. *et al.* Oncogenic KRAS engages an RSK1/NF1 complex in pancreatic cancer. bioRxiv, Preprint posted online 14 September 2020, https://doi.org/10.1101/2020.09.14.295394 (2020).

Meeting Abstract Collinson, M., Mason, E., Farrin, A., Ashley, L., Richards, S., Brunt, G. et al. Cancer Together with other Chronic Health conditions (CATCH): understanding population characteristics and healthcare resource use in general practice. Br. J Cancer **121** (Suppl 1): S1 (abstract 87) (2019)

Correspondence: Milano, G., Gal, J. Comment on: "Exploring the best treatment options for BRAF-mutant metastatic colon cancer". *Br J Cancer* **122**, 1724–1725 (2020)

Complete book: Atkinson, K., Champlin, R., Ritz, J., Fibbe, W., Ljungman, P., Brenner, M.K. (eds). Clinical Bone Marrow and Blood Stem Cell Transplantation, 3rd edn. (Cambridge University Press: Cambridge, UK, 2004).

Chapter in book: Coccia, P.F. Hematopoietic cell transplantation for osteopetrosis. In: Blume KG, Forman SJ, Appelbaum FR (eds). Thomas' Hematopoietic Cell Transplantation, 3rd edn. (Blackwell Publishing Ltd: Malden, MA, USA, 2004) pp 1443–1454.

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These should be brief, specific and should appear on a separate manuscript page after the References section.

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Tables should only be used to present essential data; they should not duplicate what is written in the text. It is imperative that any tables used are editable. Each table must be uploaded separately with a title or caption. Please make sure each table is cited within the text and in the numerical order, e.g. (Table 1), (Table 2).

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Figures and images should be labelled sequentially and cited in the text. Figures should not be embedded within the text but rather uploaded as separate files. The use of three-dimensional histograms is strongly discouraged unless the addition of the third dimension is important for conveying the results. All parts of a figure should be grouped together. Where possible large figures and tables should be included as supplementary material. Please make sure each figure is cited within the text and in the correct numerical order, e.g. (Figure 1), (Figure 2) Detailed guidelines for submitting artwork can be found by downloading the artwork guidelines.. Using the guidelines, please submit production quality artwork with your initial online submission. If you have followed the guidelines, we will not require the artwork to be resubmitted following the peer-review process, if your paper is accepted for publication.

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- Plotting individual data points is preferred to just showing means, especially where n<10
- If error bars are shown, they must be described in the figure legend
- Axes on graphs should extend to zero, except for log axes
- Statistical analyses (including error bars and *P* values) should only be shown for independently repeated experiments, and must not be shown for replicates of a single experiment
- The number of times an experiment was repeated (n) must be stated in the legend

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Submitted GAs will be peer reviewed along with the article and can be provided at any point prior to the end of the peer review process. If accepted, the GA will appear alongside the published article in the online version.

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Supplementary Information is material directly relevant to the conclusion of an article that cannot be included in the printed version owing to space or format constraints. The article must be complete and self-explanatory without the Supplementary Information, which is posted on the journal's website and linked to the article. Supplementary Information may consist of data files, graphics, movies or extensive tables. Please see the <u>artwork guidelines</u> for information on accepted file types.

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Where possible, all of the supplementary files should be combined into a single file.

Please note: We do not allow the resupplying of Supplementary Information files for style reasons after a paper has been exported to production, unless there is a serious error that affects the science and, if by not replacing, it would lead to a formal correction once the paper has been published. In these cases, we would make an exception and replace the file; however, there are very few instances where a Supplementary Information file would be corrected post-publication.

Preparation

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- Colour should be distinct when being used as an identifying tool.
- At first mention of a manufacturer, the town (and state if USA) and country should be provided.
- Units: Use metric units (SI units) as fully as possible.
- Abbreviations: On first using an abbreviation place it in parentheses after the full item. Very common abbreviations such as FFA, RNA, need not be defined. Note these abbreviations: gram g; litre l; milligram mg; kilogram kg; kilojoule kJ; megajoule MJ; weight wt; seconds s; minutes min; hours h. Do not add 's' for plural units. Terms used less than four times should not be abbreviated.

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Where applicable, authors should write their manuscripts in accordance with the relevant reporting guideline(s), as outlined on the <u>EQUATOR network</u>.

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- Randomised controlled trials (<u>CONSORT</u>)
- Systematic reviews and meta-analyses (PRISMA)
- Pre-clinical animal studies (ARRIVE)
- Tumour marker prognostic studies (REMARK)
- Observational studies (STROBE)

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Upon submission authors will be asked to select between one and four subject terms relevant to the topic of their manuscript from our subject ontology. Providing these terms will ensure your article is more discoverable and will appear on appropriate subject specific pages on nature.com, in addition to the journal's own pages. <u>Click here</u> for help with this.

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- The manuscript receives a tracking number and a Subject Editor is assigned to the manuscript and decides whether to send the manuscript out to review. If the decision is not to send the manuscript for review, the Subject Editor contacts the author with the decision
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Each author must have contributed sufficiently to the intellectual content of the submission. The corresponding author should list all authors and their contributions to the work. The corresponding author must confirm that he or she has had full access to the data in the study and final responsibility for the decision to submit for publication.

To qualify as a contributing author, each person must meet **ALL** the following criteria:

- 1. Conceived and/or designed the work that led to the submission, acquired data, and/or played an important role in interpreting the results.
- 2. Drafted or revised the manuscript.
- 3. Approved the final version.
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Contributions by individuals who made direct contributions to the work but do not meet all of the above criteria should be noted in the Acknowledgements section of the manuscript. Medical writers and industry employees can be contributors. Their roles, affiliations, and potential conflicts of interest should be included in the author list or noted in the Acknowledgements and/or Authorship section.

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Communication

Correspondence with the Journal

The corresponding author is solely responsible for communicating with the journal and with managing communication between co-authors. It is this author's responsibility to inform all co-authors of any matters arising and to ensure such matters are dealt with promptly. Before submission, the corresponding author must ensure that all authors are included in the author list, its order agreed upon by all authors, and that all are aware that the manuscript was submitted.

After acceptance for publication, proofs are e-mailed to this corresponding author who should circulate the proof to all co-authors and coordinate corrections among them. The corresponding author is responsible for the accuracy of all content in the proof, in particular that names of co-authors are present and correctly spelt, and that addresses and affiliations are current.

Communication with the Media

Material submitted must not be discussed with the media. We reserve the right to halt the consideration or publication of a paper if this condition is broken. If a manuscript is particularly newsworthy, the press release will be sent to our list of journalists in advance of publication with an embargo that forbids any coverage of the manuscript, or the findings of the manuscript, until the time and date clearly stated. Authors whose papers are scheduled for publication may also arrange their own publicity (for instance through their institution's press offices), but they must strictly adhere to our press embargo and are advised to coordinate their own publicity with our press office (press@nature.com).

Communication between Scientists

We do not wish to hinder communication between scientists. We ask you to communicate with other researchers as much as you wish, whether on a recognised community preprint server, by discussion at scientific meetings or by online collaborative sites such as wikis, but we do not encourage premature publication by discussion with the press (beyond a formal presentation, if at a conference).

Transparency and Ethics

Competing interests

Competing interests are defined as those that, through their potential influence on behaviour or content, or from perception of such potential influences, could undermine the objectivity, integrity or perceived value of a publication. Whilst financial relationships are the most easily identifiable conflicts of interest (and the most likely to undermine the credibility of the journal, the authors, and science itself) conflicts can occur for other reasons, such as personal relationships, academic competition, and intellectual passion.

In the interests of transparency and to help readers form their own judgments of potential bias, authors must declare whether or not there are any competing financial and non-financial interests in relation to the work described. This information must be included in both their cover letter and in the Additional Information section of the manuscript. In cases where the authors declare a competing interest, a statement to that effect is published as part of the article. If no such conflict exists, the statement will simply read that the authors have nothing to disclose. For the purposes of this statement, competing interests can include any of the following:

- Funding: Research support (including salaries, equipment, supplies, reimbursement for attending symposia, and other expenses) by organisations that may gain or lose financially through this publication. The role of the funding body in the design of the study, collection and analysis of data and decision to publish should be stated.
- Employment: Recent (while engaged in the research project), present or anticipated employment by any
 organisation that may gain or lose financially through this publication. This includes positions on an
 advisory board, board of directors, or other type of management relationship.
- Personal financial interests: Stocks or shares in companies that may gain or lose financially through publication; consultation fees or other forms of remuneration from organisations that may gain or lose financially; patents or patent applications whose value may be affected by publication.
- Patents: Holding, or currently applying for, patents relating to the content of a manuscript; receiving
 reimbursement, fees, funding, or salary from an organisation that holds or has applied for patents
 relating to the content of the manuscript. We do not consider diversified mutual funds or investment
 trusts to constitute a competing financial interest.
- A close relationship with, or a strong antipathy to, a person whose interests may be affected by publication of the article.

- An academic link or rivalry with someone whose interests may be affected by publication of the article.
- Membership in a political party or special interest group whose interests may be affected by publication of the article, or
- A deep personal or religious conviction that may have affected what the author wrote and that readers should be aware of when reading the article.

The competing interests statement must contain an explicit and unambiguous statement describing any potential conflict of interest, or lack thereof, for any of the authors as it relates to the subject of the report. Neither the precise amount received from each entity nor the aggregate income from these sources needs to be provided. Professional services include any activities for which the individual is, has been, or will be compensated with cash, royalties, fees, stock or stock options in exchange for work performed, advice or counsel provided, or for other services related to the author's professional knowledge and skills. This would include, but not necessarily be limited to, the identification of organisations from which the author received contracts or in which he or she holds an equity stake if professional services were provided in conjunction with the transaction. Examples of declarations are:

Competing interests.

The authors declare no competing interests.

Competing interests.

Dr Caron's work has been funded by the NIH. He has received compensation as a member of the scientific advisory board of Acadia Pharmaceutical and owns stock in the company. He also has consulted for Lundbeck and received compensation. Dr Rothman and Dr Jensen declare no potential competing interests.

Reviewers approached for assessment of submitted articles are also requested to declare conflicts of interest that may impede on their judgement of that article. This includes competing research in the same area that could be negatively affected by publication of the submitted article.

Studies involving humans and animals

Research involving human subjects, human material, or human data must have been performed in accordance with the Declaration of Helsinki and must have been approved by an appropriate ethics committee. A statement detailing this, including the name of the ethics committee and the reference number where appropriate, must appear in all manuscripts reporting such research.

For experiments involving human subjects, authors must include with their submission a statement confirming that informed consent was obtained from all subjects.

For primary research manuscripts reporting experiments on live vertebrates and/or higher invertebrates, the corresponding author must confirm that all experiments were performed in accordance with relevant guidelines and regulations. The additional information section of the manuscript must include a statement identifying the institutional and/or licensing committee approving the experiments, including any relevant details regarding animal welfare, patient anonymity, drug side effects and informed consent. Sex and other characteristics of animals that may influence results must be described. Details of housing and husbandry must be included where they are likely to influence experimental results. The *BJC* recommends following the <u>ARRIVE2.0 reporting guidelines</u> when documenting animal studies.

Clinical Trials

As defined by the <u>International Committee of Medical Journal Editors</u> (ICMJE), a clinical trial is any research project that prospectively assigns human subjects to intervention and comparison groups to study the cause-and-effect relationship between a medical intervention and a health outcome. A medical intervention is any intervention used to modify a health outcome and includes, but is not limited to, drugs, surgical procedures, devices, behavioural treatments, and process-of-care changes. A trial must have at least one prospectively

assigned concurrent control or comparison group in order to trigger the requirement for registration. Non-randomised trials are not exempt from the registration requirement if they meet the above criteria.

All clinical trials must be registered in a public registry prior to submission and the trial registry number must be included in the manuscript and provided on submission. The *BJC* follows the trials registration policy of the ICMJE (www.icmje.org) and considers only trials that have been appropriately registered before submission, regardless of when the trial closed to enrolment. Acceptable registries must meet the following ICMJE requirements:

- Be publicly available, searchable, and open to all prospective registrants;
- Have a validation mechanism for registration data;
- Be managed by a not-for-profit organisation.

Examples of registries that meet these criteria include:

- <u>ClinicalTrials.gov</u>: the registry sponsored by the United States National Library of Medicine;
- <u>ISCRTN registry</u> (The International Standard Randomized Controlled Trial Number Registry);
- The Cochrane Renal Group Registry;
- The European Clinical Trials Database.

Randomised Controlled Trials (RCTs) must adhere to the <u>CONSORT</u> statement (CONsolidated Standards of Reporting Trials) and submissions must be accompanied by a completed CONSORT checklist (uploaded as a related Supplementary Information file).

Cell Line Authentication

If human cell lines are used, authors should include the following information in their manuscript:

- The source of the cell line, including when and from where it was obtained;
- whether the cell line has recently been authenticated and by what method; and
- whether the cell line has recently been tested for mycoplasma contamination.

Further information is available from <u>the International Cell Line Authentication Committee</u> (ICLAC). We recommend that authors check the NCBI database for misidentification and contamination of human cell lines.

Biosecurity Policy

The Editor may seek advice about submitted papers not only from technical reviewers, but also on any aspect of a paper that raises concerns. These may include, for example, ethical issues or issues of data or materials access. Occasionally, concerns may also relate to the implications to society of publishing a paper, including threats to security. In such circumstances, advice will usually be sought simultaneously with the technical peer review process. As in all publishing decisions, the ultimate decision whether to publish is the responsibility of the Editor.

Research Data Policy

An inherent principle of publication is that others should be able to replicate and build upon the authors' published claims. We strongly encourage that all datasets on which the conclusions of the paper rely should be available to readers. We encourage authors to ensure that their datasets are either deposited in publicly available repositories (where available and appropriate) or presented in the main manuscript or additional supporting files whenever possible. If a public repository does not exist, the information must be made available to Editors and referees at submission and to readers promptly upon request. Any restrictions on material availability or other relevant information must be disclosed in the manuscript's Methods section and should include details of how materials and information may be obtained.

Please see the journal's guidelines on Research Data policy here.

Sequences, Structures and "Omics"

Papers reporting protein or DNA sequences and molecular structures will not be accepted without an accession number to <u>Genbank/EMBL/DDBJ</u>, <u>SWISS-PROT</u>, <u>Protein Databank</u>, or other publicly available database in general use in the appropriate field, that gives free access to researchers from the date of publication.

Authors of papers describing structures of biological macromolecules must provide experimental data upon the request of the Editor if they are not already freely accessible in a publicly available database such as ProteinDataBank, Biological Magnetic Resonance Databank, or Nucleic Acid Database.

Image Integrity and Standards

Images submitted with a manuscript for review should be minimally processed (for instance, to add arrows to a micrograph). Authors should retain their unprocessed data and metadata files, as editors may request them to aid in manuscript evaluation. If unprocessed data is unavailable, manuscript evaluation may be stalled until the issue is resolved.

A certain degree of image processing is acceptable for publication, but the final image must correctly represent the original data and conform to community standards. The guidelines below will aid in accurate data presentation at the image processing level:

- Authors should document all image acquisition tools, key image-gathering settings, image processing software packages and processing manipulations in the Methods section.
- Images gathered at different times or from different locations should not be combined into a single image, unless it is stated that the resultant image is a product of time-averaged data or a time-lapse sequence. If juxtaposing images is essential, the borders should be clearly demarcated in the figure and described in the legend.
- Touch-up tools, such as cloning and healing tools in Photoshop, or any feature that deliberately obscures manipulations, is to be avoided.
- Processing (such as changing brightness and contrast) is appropriate only when it is applied equally across
 the entire image and is applied equally to controls. Contrast should not be adjusted such that data
 disappears. Excessive manipulations, such as processing to emphasise one region in the image at the
 expense of others (for example, through the use of a biased choice of threshold settings), is
 inappropriate, as is emphasising experimental data relative to the control.

For **gels and blots**, positive and negative controls, as well as molecular size markers, should be included on each gel and blot – either in the main figure or an expanded data supplementary figure. The display of cropped gels and blots in the main paper is allowed if it improves the clarity and conciseness of the presentation. In such cases, the cropping must be mentioned in the figure legend.

- Vertically sliced gels that juxtapose lanes that were not contiguous in the experiment must have a clear separation or a black line delineating the boundary between the gels.
- Cropped gels in the paper must retain important bands.
- Cropped blots in the body of the paper should retain at least six band widths above and below the band.
- High-contrast gels and blots are discouraged, as overexposure may mask additional bands. Authors
 should strive for exposures with grey backgrounds. Immunoblots should be surrounded by a black line to
 indicate the borders of the blot, if the background is faint.
- For quantitative comparisons, appropriate reagents, controls and imaging methods with linear signal ranges should be used.

Microscopy adjustments should be applied to the entire image. Threshold manipulation, expansion or contraction of signal ranges and the altering of high signals should be avoided. If 'pseudo-colouring' and nonlinear adjustment (for example 'gamma changes') are used, this must be disclosed. Adjustments of individual colour channels are sometimes necessary on 'merged' images, but this should be noted in the figure legend. We encourage inclusion of the following with the final revised version of the manuscript for publication:

- In the Methods section, specify the type of equipment (microscopes/objective lenses, cameras, detectors, filter model and batch number) and acquisition software used. Although we appreciate that there is some variation between instruments, equipment settings for critical measurements should also be listed.
- The display lookup table (LUT) and the quantitative map between the LUT and the bitmap should be provided, especially when rainbow pseudo-colour is used. It should be stated if the LUT is linear and covers the full range of the data.
- Processing software should be named and manipulations indicated (such as type of deconvolution, three-dimensional reconstructions, surface and volume rendering, 'gamma changes', filtering, thresholding and projection).
- Authors should state the measured resolution at which an image was acquired and any downstream processing or averaging that enhances the resolution of the image.

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Manuscripts sent out for peer review are evaluated by at least two independent reviewers (often three or more). Authors are welcome to suggest independent reviewers to evaluate their manuscript. All recommendations are considered, but the choice of reviewers is at the Editor's discretion. To expedite the review process, only papers that seem most likely to meet editorial criteria are sent for external review. Papers judged by the Editors to be of insufficient general interest or otherwise inappropriate are rejected promptly without external review.

The Editors will then make a decision based on the reviewers' evaluations. Available decision terms are outlined below:

- Accept, with or without editorial revisions.
- Revise (Minor/Major revision), with the author addressing concerns raised by the reviewers before a
 final decision is reached.
- Reject, but indicate to the authors that further work might justify a resubmission.
- Reject outright, typically on grounds of specialist interest, lack of novelty, insufficient conceptual advance or major technical and/or interpretational problems.

Anonymity & Confidentiality

The peer review process is confidential and conducted anonymously. Editors, authors and reviewers are required to keep confidential all details of the editorial and peer review process on submitted manuscripts. All details about submitted manuscripts are kept confidential and no comments are issued to outside parties or organizations about manuscripts under consideration or if they are rejected. Editors are restricted to making public comments on a published article's content and their evaluation.

Upon accepting an invitation to evaluate a manuscript, reviewers must keep the manuscript and associated data confidential, and not redistribute them without the journal's permission. If a reviewer asks a colleague to assist in assessing a manuscript, confidentiality must be ensured and their names must be provided to the journal with the final report.

We ask reviewers not to identify themselves to authors without the Editor's knowledge. If they wish to reveal their identities while the manuscript is under consideration, this should be done via the Editor; if this is not

practicable, we ask authors to inform the Editor as soon as possible after the reviewer has revealed their identity. Our own policy is to neither confirm nor deny any speculation about reviewers' identities, and we encourage reviewers to adopt a similar policy.

We deplore any attempt by authors to confront reviewers or try to determine their identities. Reviewers should be aware that it is our policy to keep their names confidential and that we do our utmost to ensure this confidentiality. We cannot, however, guarantee to maintain this confidentiality in the face of a successful legal action to disclose identity.

Regardless of whether a submitted manuscript is eventually published, correspondence with the journal, referees' reports, and other confidential material must not be published, disclosed, or otherwise publicised without prior written consent.

Selecting Peer Reviewers

Reviewer selection is critical to the publication process, and we base our choice on many factors, based on expertise, reputation, and specific recommendations. A reviewer may decline the invitation to evaluate a manuscript where there is a perceived conflict of interest (financial or otherwise).

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The original submitted version of the manuscript (the version that has not undergone peer review) may be posted at any time. Authors should disclose details of preprint posting, including the DOI, upon submission of the manuscript to the journal, and appropriately reference the preprint within the text of the main manuscript or alternatively in the Acknowledgements section.

Preprints should be cited in the reference list as below:

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Upon acceptance in the *BJC*, if you have posted a preprint on any preprint server, please ensure that the preprint details are updated with a publication reference, including the DOI and a URL to the published version of the article on the journal website.

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Conference abstracts presented at, or published as part of, scientific meetings do not preclude consideration for peer review of a full manuscript, but should be declared within the Acknowledgement section detailing the name of the authors, title and meeting date and location. Published abstract should also be cited in the reference list as below:

Collinson, M., Mason, E., Farrin, A., Ashley, L., Richards, S., Brunt, G. et al. Cancer Together with other Chronic Health conditions (CATCH): understanding population characteristics and healthcare resource use in general practice. Br. J Cancer 121 (Suppl 1): S1 (abstract 87) (2019)

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The *BJC* and its publishing partner Springer Nature takes seriously all allegations of potential misconduct. As a member of the <u>Committee on Publication Ethics</u> (COPE), the *BJC* abides by COPE's principles on how to deal with potential acts of misconduct, which includes formal investigation of all perceived transgressions. As part of the investigation, the journal may opt to do one or more of the following:

- Suspend review or publication of a paper until the issue has been investigated and resolved;
- Request additional information from the author, including original data or images, or ethics committee or IRB approval;
- Make inquiries of other titles believed to be affected;
- Forward concerns to the author's employer or person responsible for research governance at the author's institution;
- Refer the matter to other authorities or regulatory bodies (for example, the Office of Research Integrity in the US or the General Medical Council in the UK); or
- Submit the case to COPE in an anonymised form for additional guidance on resolution.

Please note that, in keeping with the journal's policy of the confidentiality of peer review, if sharing of information with third parties is necessary, disclosure will be made to only those Editors who the Editor believes may have information that is pertinent to the case, and the amount of information will be limited to the minimum required.

Duplicate Publication

Papers submitted to the *BJC* must be original and not published or submitted for publication elsewhere. This rule also applies to non-English language publications.

Springer Nature is a member of Similarity Check (formerly CrossCheck), a multi-publisher initiative used to screen published and submitted content for originality. The *BJC* uses <u>Similarity Check</u> to detect instances of overlapping and similar text in submitted manuscripts. Any suspected cases of covert duplicate manuscript submission/publication will be handled as outlined in the <u>COPE guidelines</u> and the Editor may contact the authors' institution.

Plagiarism

Plagiarism is the practice of an author attempting to pass off someone else's work as his or her own. Whereas duplicate publication, sometimes called self-plagiarism, occurs when an author reuses substantial parts of his or her own published work without providing the appropriate references. If a case of plagiarism comes to light after a paper is published, the Journal will conduct a preliminary investigation, utilising the guidelines of the COPE. If plagiarism is proven, the Journal will contact the author's institute and funding agencies as appropriate. The paper containing the plagiarism may also be formally retracted or subject to correction.

In general, the manuscript should not already have been formally published in any journal or in any other citable form. However, the *BJC* allows and encourages prior publication on recognised community preprint servers for review by other scientists before formal submission to a journal. The details of the preprint server and/or any accession numbers should be included in the cover letter accompanying manuscript submission and should be

appropriately referenced within the main manuscript. Data and analyses of previously published as part of a doctoral thesis under an Open Access licence can be included with appropriate referencing.

Data Falsification and Fabrication

Falsification is the practice of altering research data with the intention of giving a false impression. This includes, but is not limited to, manipulating images, removing outliers or "inconvenient" results, or changing, adding or omitting data points. Fabrication is the practice of inventing data or results and recording and/or reporting them in the research record. Data falsification and fabrication call into question the integrity and credibility of data and the data record, and as such, they are among the most serious issues in scientific ethics.

Some minor manipulation of images is permitted to improve them for readability. Proper technical manipulation includes adjusting the contrast and/or brightness or colour balance if it is applied to the complete digital image (not parts of the image). The author should notify the Editor in the cover letter of any technical manipulation. Improper technical manipulation refers to obscuring, enhancing, deleting and/or introducing new elements into an image. See Image Integrity & Standards above for more details.

Correction and Retraction Process

Content published as Advance Online Publication (AOP) is final and cannot be amended. The online and print versions are both part of the published record hence the original version must be preserved and changes to the paper should be made as a formal correction. If an error is noticed in an AOP article, a correction should accompany the article when it publishes in print. An HTML (or full-text) version of the correction will also be created and linked to the original article. If the error is found in an article after print publication the correction will be published online and in the next available print issue.

Corrections to published articles should be requested by completing this form and submitting it to the Editorial Office. All requests for corrections will be assessed by our Editors to see if they qualify based on the following two criteria:

- 1. if the error impacts the indexing of the article; and
- 2. if the error impacts the scientific integrity of the article.

Decisions about corrections are made by the Editor (sometimes with peer-reviewers' advice) and this sometimes involves author consultation. Requests to make corrections that do not affect the paper in a significant way or impair the reader's understanding of the contribution (a spelling mistake or grammatical error, for example) are not considered. Updates to the original article are only allowed in exceptional cases.

Corrections will appear as a new article (with its own DOI) and will bi-directionally linked to the original article. Please note the following categories of corrections online versions of peer reviewed content:

- Correction. Notification of an important error made by the author or journal that affects the publication record or the scientific integrity of the paper, together with the correct information.
- Retraction. Notification of invalid results. Where a paper is retracted, a statement will be published that
 includes a full justification for the retraction. The original article will be marked as retracted, but remain
 available to readers.
- Editorial Note of Concern: Where significant issues have been raised, but the outcome of an official
 investigation is delayed, the editors may publish a note of concern to alert readers. In cases where coauthors disagree about a correction/retraction, the editors will take advice from independent peerreviewers and impose the appropriate correction, noting the dissenting author(s) in the text of the
 published version.

If there is suspicion of misconduct, the journal will carry out an investigation following COPE guidelines. Following an investigation, if the allegation raises valid concerns, the author will be contacted and given an opportunity to

address the issue. If misconduct is established beyond reasonable doubt, this may result in the Editor implementing one of the following measures:

- If the article is still under consideration, it may be rejected and returned to the author.
- If the article has already been published online, depending on the nature and severity of the infraction, either a correction will be published alongside the article or, in severe cases, complete retraction of the article will occur. The reason for the correction or retraction must be given.

In either case, the author's institution or funding agency may be informed.

In cases where co-authors disagree about a correction or retraction, the Editors will take advice from independent peer reviewers and impose the appropriate measure, noting the dissenting author(s) in the text of the published version.

Journal Cover Images

Interesting cancer-related images may be supplied for consideration for the journal's front cover. These should be either sent to the Editorial Office at bjc@springernature.com or supplied as part of a manuscript submission as 'Cover Art'.

Each image must be supplied with a title and ownership details (name and institution) and conform to the following formatting requirements:

- Colour mode = CMYK (not RGB)
- File format = .tif, .eps, or .jpg
- Minimum resolution = 300 dpi at 21 cm wide by 12 cm high

FURTHER INFORMATION

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