

# **CHECKLIST OF RESPONSIBILITIES FOR SCIENTIFIC EDITORS**

Manuscript page number (Without Figures): 36 Rate: 6.2 CNY per page

Editing Fee: <u>223.2</u> CNY

Figure count: <u>5</u> Figure handling time: <u>0 min Rate</u>: <u>1 CNY per min</u>

Editing Fee: 0 CNY

XML and PDF converting time: 0 min Rate: 1 CNY per min

Editing Fee: 0 CNY

Manuscript word count: 9930

Total Editing Fee: 223.2 CNY

Scientific Editor: Li Li

Date of signature: \_\_\_\_\_\_June/12/2023

(month/day/year)

		Comments
Item No.	Specific items for verification	Yes=[Y]
		No= [N]
	General Information of the Manuscript	
	Name of journal: World Journal of Gastroenterology	
	Manuscript NO.: 83729	
	Column: Meta-Analysis	
	Title: One in Four Patients with Gastrointestinal Bleeding Develops	
1	Shock or Hemodynamic Instability: A Systematic Review and	[Y]
	Meta-analysis	
	Authors: Mahmoud Obeidat, Brigitta Teutsch, Anett Rancz, Edina	
	Tari, Katalin Márta, Dániel Sándor Veres, Nóra Hosszúfalusi, Emese	
	Mihály, Péter Hegyi and Bálint Erőss	
	<b>Reviewer code:</b> 05352593, and 06131948	



	1	
	<b>First decision:</b> 2023-05-16 11:39	
	Editorial Office's Comments	
	Science Editor: The manuscript has been peer-reviewed, and it's	
	ready for the first decision.	
	Company Editor-in-Chief: I have reviewed the Peer-Review	
	Report, the full text of the manuscript, the relevant ethics	
	documents, and the English Language Certificate, all of which have	
	met the basic publishing requirements of the World Journal of	
	Gastroenterology, and the manuscript is conditionally accepted. I	
	have sent the manuscript to the author(s) for its revision according	
	to the Peer-Review Report, Editorial Office's comments and the	
	Criteria for Manuscript Revision by Authors. Please provide	
2	decomposable Figures (in which all components are movable and	D.4
2	editable), organize them into a single PowerPoint file. Please	[Y]
	authors are required to provide standard three-line tables, that is,	
	only the top line, bottom line, and column line are displayed, while	
	other table lines are hidden. The contents of each cell in the table	
	should conform to the editing specifications, and the lines of each	
	row or column of the table should be aligned. Do not use carriage	
	returns or spaces to replace lines or vertical lines and do not	
	segment cell content. Please check and confirm whether the	
	figures are original (i.e. generated de novo by the author(s) for this	
	paper). If the picture is 'original', the author needs to add the	
	following copyright information to the bottom right-hand side of	
	the picture in PowerPoint (PPT): Copyright ©The Author(s) 2022.	



		]
	Before final acceptance, when revising the manuscript, the author	
	must supplement and improve the highlights of the latest	
	cutting-edge research results, thereby further improving the content	
	of the manuscript. To this end, authors are advised to apply a new	
	tool, the Reference Citation Analysis (RCA). RCA is an artificial	
	intelligence technology-based open multidisciplinary citation	
	analysis database. In it, upon obtaining search results from the	
	keywords entered by the author, "Impact Index Per Article" under	
	"Ranked by" should be selected to find the latest highlight articles,	
	which can then be used to further improve an article under	
	preparation/peer-review/revision. Please visit our RCA database	
	for more information at:	
	https://www.referencecitationanalysis.com/.	
3	The fixed headings are copied.	[Y]
	The title concisely summarizes the main topic of the study and is	
	not too long (no more than 18 words). Words such as 'exploration',	
4	'research', 'analysis', 'observation', and 'investigation' are avoided.	[Y]
	The title does not start with 'The' and does not include any Arabic	
	numbers or uncommon abbreviations.	
5	A short running title is provided (no more than 6 words).	[Y]
	The authors' full family (sur)names and full/abbreviated first	
6	names are listed on the title page and are consistent with those	[Y]
	listed in the signed BPG Copyright License Agreement form.	



	The 'Author contributions' passage describes the specific	
	contribution(s) made by each author. The author's names are listed	
	in the following format: full family (sur)name followed by	
	abbreviated first and middles names.	
	<i>e.g.,</i> "Wang CL and Liang L contributed equally to this work; Wang	
7	CL, Liang L, Fu JF, Zou CC, Hong F and Wu XM designed the	[Y]
	research study; Wang CL, Zou CC, Hong F and Wu XM performed	
	the research; Xue JZ and Lu JR contributed new reagents and	
	analytic tools; Wang CL, Liang L and Fu JF analyzed the data; and	
	Wang CL, Liang L and Fu JF wrote the manuscript. All authors	
	have read and approve the final manuscript."	
	The 'Supported by' statement describes the source(s) of financial	
8	support and includes the corresponding identification number(s)	[Y]
	and program ID(s) if available, and contains no spelling errors.	
	The 'Corresponding author' passage provides the corresponding	
	author's full first and family (sur)names, abbreviated title (e.g., MD,	
9	PhD), affiliated institute's name and complete postal address	[Y]
	(including zip code) and e-mail (written in all lowercase), and	
	contains no spelling errors.	
	The Manuscript Tracking information (i.e., Received, Peer review	
10	started, First decision, Revised, Accepted, Article in press, and	
10	Published online) are provided along with the corresponding editor	[Y]
	and date for each item, and contain no spelling errors.	
	The Abstract section is formatted according to the article-specific	
11	style (structured vs unstructured) and word count thresholds, as	
	follows:	
	Commentary, Frontier, Diagnostic Advances, Medical Ethics,	[Y]
	Minireview, Review, Therapeutics Advances, and Topic Highlight:	
	Non-structured abstract that is no less than 200 words.	
	Field of Vision, Case Report and Letter to the Editor:	
	*	



	Non-structured abstract that is no less than 150 words.	
	Research articles: Structured abstract with subsections for AIM (no	
	more than 20 words); METHODS (no less than 80 words); RESULTS	
	(no less than 120 words); and CONCLUSION (no more than 26	
	words).	
	The 'Key words' list provides 5-10 keywords that reflect the main	
12	content of the study. The first letter of each keyword is capitalized,	[Y]
	and each keyword is separated by a semicolon.	
	The "citation" contains authors' names and manuscript title. The	
	name of the first author should be typed in bold letters; the family	
	(sur) name of all authors should be typed with the first letter	
	capitalized, followed by their abbreviated first and middle initials.	
13	For example, an article by Jae Moon Yoon, Ki Young Son, Chun Sick	[Y]
	Eom, Daniel Durrance, Sang Min Park will be written as Yoon JM,	
	Son KY, Eom CS, Durrance D, Park SM. Pre-existing diabetes	
	mellitus increases the risk of gastric cancer: A meta-analysis. World J	
	Gastroenterol 2019; In press	
	The 'Core tip' provides a summary (less than 100 words) of the	
14	study that outlines the most innovative and important arguments	D.d.
14	and core contents of the paper and will serve to effectively attract	[Y]
	readers.	
	The 'INTRODUCTION' section clearly describes the relevant	
	background information for the study. Only the most relevant and	
	current (within the past 5 years) literature is cited, with the	
15	exception of rare instances of seminal literature citations. All	
	technical terms and/or abbreviations are explained and/or defined,	[Y]
	with the full name of abbreviations given upon first appearance in	
	the text and the abbreviation presented in parentheses [i.e.,	
	"computed tomography (CT)"]. First-person pronouns (e.g., 'I',	
	'we') are used appropriately to clearly indicate the work performed	
	1	



	by the author(s). When weaknesses of previous studies are	
	described in the text to highlight the innovations related to the	
	current study, the information is presented carefully.	
	The 'MATERIALS AND METHODS' section clearly and accurately	
10	describes all materials and methods used to obtain the data	D/1
16	presented in the article and is adequate for a reader to repeat the	[Y]
	study.	
	The 'RESULTS' section concisely describes the observational and	
	experimental results. Representative data and data that have	
	scientific significance are emphasized. Data is presented in either	
17	the text, a table or figure ( <i>i.e.</i> , chart, diagram, graph or image), but is	[Y]
	not repeated among each. Information presented in the tables and	
	figures clearly describes the trends, meaning, and inferences.	
	Results described in textual form are accurate, concise and clear.	
	Statistical symbols are accurate. Statistical significance is expressed	
	as ${}^{a}P < 0.05$ , ${}^{b}P < 0.01$ ( $P > 0.05$ usually does not need to be denoted).	
18	If there are other series of <i>P</i> values, $^{c}P < 0.05$ and $^{d}P < 0.01$ are used,	[Y]
	and a third series of <i>P</i> values is expressed as ${}^{e}P < 0.05$ and ${}^{f}P < 0.01$ .	
	Statistical data is expressed as mean $\pm$ SD or mean $\pm$ SE.	
	1	



	The 'DISCUSSION' section (1) describes the main purpose and	
19	hypothesis of the study; (2) summarizes the most important results;	
	(3) illustrates and explains the results (but does not simply repeat	
	the data) and draws conclusions or inferences based on the results;	[Y]
	(4) points out the limitations of the study and their impact on the	
	results, as well as proposes further advice on future research	
	topic(s) or direction(s); and (5) describes the theoretical significance	
	and practical value of the findings.	
	The 'ACKNOWLEDGEMENTS' section expresses gratitude to any	
	individuals or organizations for technical support (i.e., providing	
20	instrumentation, equipment or experimental materials, and/or	D.M.
20	assistance in experimental work), non-technical services (i.e., useful	[N]
	inspiration, suggestions, guidance, or review), and/or any other	
	auxiliary work.	
01	The 'ARTICLE HIGHLIGHTS' section provides comments for	[Y]
21	original articles in accordance with the specified format.	
	The 'REFERENCES' section lists the references in the Vancouver	
	style. This style uses Arabic numeral in-text citations based on the	
	order of the first appearance of a source in the text. For citations	
	where the author's name is indicated in the text, a superscript	
	number should be placed following the name ( <i>i.e.</i> , "Pang <i>et al</i> "). For	
	citations where no author is indicated, a superscript number should	
22	be placed at the end of the sentence. Respective examples are: "Ma <sup>[1]</sup>	[Y]
	reported", "Pan et al <sup>[2-5]</sup> indicated"; "PCR has a high	
	sensitivity <sup>[6,9]</sup> ." No superscript numbers are used when the	
	reference number is described in the text; for example, "The	
	experimental method used has been described in reference [8]." The	
	style of reference citations in tables is the same as that in the text	
	(e.g., Pan et al <sup>[2-5]</sup> , please see reference [8]).	



	Journal references have been verified to ensure that there are no	
23	duplicate references and that the PMID numbers are correct. For	
	references not yet included in PubMed: the name of Chinese	
	journals is spelled out using Chinese Pinyin, with the first letter of	[]]
	each word capitalized (e.g., Shijie Huaren Xiaohua Zazhi); the name of	[Y]
	journals in other languages are listed according to indexing	
	information retrieved from Google. Book references are presented	
	with all the information relevant to the electronic version.	
	The number of cited references is appropriate for the article type, as	
	follows:	
-	<u>Commentary:</u> no less than 50;	
24	<u>Review:</u> no less than 100;	[Y]
	<u>Article:</u> no less than 30/26;	
	Case Report and Letter to the Editor: no less than 1.	
	The ethics-related statements are provided in accordance with the	
25	manuscript type (e.g., Manuscript NoInstitutional review board	[N]
	statement, Manuscript NoAnimal care and use statement, etc.).	
	The names of the peer reviewers and the scientific editor are present	
26	at the end of the paper (e.g., P-Reviewer: Hugot D S-Editor: Wang	[Y]
	JL).	
	The order and numerical labeling of tables and figures is consistent	
	with their appearance and presentation in the text. Symbols in	
	tables (e.g., +, -, ×, $\div$ , *) correctly correspond to the definitions in the	
27	footnotes. Only one legend is provided for each multi-panel figure	[V]
27	consisting of color graphs, black and white graphs, or line graphs	[Y]
	that depicts data of the same theme. For example: Figure 1	
	Pathological changes in atrophic gastritis tissue before and after	
	treatment. A:; B:; C:; D:; E:; F:	
28	Split pictures include flow charts, line graphs, histograms, and	[Y]
20	graphs including text. Unsplit pictures include meta-analysis	



	diagrams, PCR amplification curves, and survival curves.	
29	The author(s) highlighted the changes made to the manuscript according to the peer-reviewers' comments.	[Y]
30	The responses to the peer-reviewers' comments are consistent with the changes made to the manuscript.	[Y]
31	The revised manuscript is provided (file name: Manuscript NoReview; <i>e.g.</i> , 870- Review). The letter of peer-reviewers' comments is provided (file name: Manuscript NoPeer-review(s); <i>e.g.</i> , 870-Peer-review(s)). The response letter is provided (file name: Manuscript NoAnswering reviewers; <i>e.g.</i> , 870-Answering reviewers).	[Y]
32	The related ethics and relevant documents are provided, such as (1) Approved grant application form(s) or funding agency copy of any approval document(s) (file name: Manuscript NoGrant application form(s)); (2) Biostatistics review certificate (file name: Manuscript NoBiostatistics statement); (3) Conflict-of-interest statement (file name: Manuscript NoConflict-of-interest statement); (4) Clinical trial registration statement (file name: Manuscript NoClinical trial registration statement); (5) Institutional review board approval form or document (file name: Manuscript NoInstitutional review board statement); (6) Institutional animal care and use committee approval form or document (file name: Manuscript NoInstitutional animal care and use committee statement), and (7) Signed informed consent form(s) or document(s) (file name:	[Y]
33	All authors signed the BPG Copyright license agreement form (file name: Manuscript NoCopyright license agreement; <i>e.g.</i> , 870-Copyright license agreement).	[Y]
34	The language certificate provided by authors who are non-native speakers of English meets the BPG requirements (file name:	[Y]



	Manuscript NoLanguage certificate; <i>e.g.</i> , 870-Language certificate).	
35	The photos licensed in the Agreement for Use of Personal Photos	
	are consistent with those in the paper (file name: Manuscript	[N]
00	NoAgreement for use of personal photos; e.g., 870-Agreement for	
	use of personal photos).	
	This document (Checklist of Responsibilities for Scientific Editors)	
36	has been saved under the file name: manuscript NoScientific	[Y]
	editor work list (e.g., 870-Scientific editor work list).	
	A CrossCheck investigation (an effective tool for detecting unoriginal	
	content, enabling our editors to preserve the journal's integrity and	
	the authors' copyright) has been performed for the manuscript via	
	the website: http://www.ithenticate.com/. The results document	
	contains the following information for the manuscript: "Name of	
37	journal", "Manuscript No.", "Columns", "Title" and "Author list".	[Y]
	The Figure of the CrossCheck results is saved in JPEG format (.jpg) at	
	1440 × 680 pixel resolution. The PDF of the CrossCheck results has	
	been saved under the file name: manuscript No CrossCheck report	
	(e.g., 870-CrossCheck report). The Google searches have also been	
	performed to further ensure publication of original content.	
20	The text of the manuscript is typed in Book Antiqua font, 12 pt, with	D/I
38	1.5 line spacing.	[Y]
	The primary responsibilities of our scientific editors include carefully	y checking the
	entire manuscript and all accompanying materials for: (1) error	s in spelling.
Responsibilities of scientific editors		1 0
	grammar, punctuation and wording; (2) suitability of tables, figures, f	
	legends; (3) accurate and appropriate presentation of symbols ( <i>e.g.</i> +,	-, ×, ÷, %, *) in
	tables and figures; and (4) complete and comprehensive revision of t	he manuscript
	according to the reviewers' comments.	
	according to the reviewers' comments.	



	Manuscript reception and registration $\rightarrow$ Initial review by scientific editor $\rightarrow$ Peer
	$review \rightarrow End  of  peer  review \rightarrow First  round  of  meeting  evaluation \rightarrow To  be$
	accepted $\rightarrow$ Revision by the author(s) $\rightarrow$ Second round of meeting evaluation $\rightarrow$ To be
	accepted/revised/rejected $\rightarrow$ Final review by the Editor-in-Chief (final quality
Publication	control for academic content and language quality) $\rightarrow$ Final acceptance and charging
process	of publication fee $\rightarrow$ Language editing $\rightarrow$ Production $\rightarrow$ Proofreading by scientific
	$editor {\rightarrow} Proof reading \ by \ deputy \ editor {\rightarrow} Final \ review \ by \ Editor {-} in-Chief {\rightarrow} Release$
	of online open-access papers in electronic form on the BPG website $\rightarrow$ Release of
	online papers on PubMed Central $\rightarrow$ Delivery of high-quality PDF reprints to the
	author(s) $\rightarrow$ End of the publication process.