

CHECKLIST OF RESPONSIBILITIES FOR SCIENTIFIC EDITORS

Manuscript page number (Without Figures): 16 Rate: 6.2 CNY per page

Editing Fee: 99.2 CNY

Figure count: 2 Figure handling time: 50 min Rate: 1 CNY per min

Editing Fee: 50 CNY

XML and PDF converting time: 50 min Rate: 1 CNY per min

Editing Fee: 50 CNY

Manuscript word count:

Total Editing Fee: 199.2 CNY

Scientific Editor: Yu-Lu Chen

Date of signature: 01/09/2023 (month/day/year)

| Item No. | Specific items for verification | Comments Yes=[Y] No= [N] |
|----------|---|--------------------------------|
| 1 | <p><i>General Information of the Manuscript</i></p> <p>Name of journal: World Journal of Clinical Cases</p> <p>Manuscript NO.: 80873</p> <p>Column: Case Report</p> <p>Title: Treatment of portosystemic shunt-borne hepatic encephalopathy in a 97-year-old woman using balloon-occluded retrograde transvenous obliteration: A case report</p> <p>Authors: Akihiro Nishi, Tsuneaki Kenzaka, Misa Sogi, Shuichiro Nakaminato and Takahiro Suzuki</p> <p>Reviewer code: 06380528, 06391996, and 06380528</p> <p>First decision: 2022-12-26 01:21</p> | [Y] |

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| 2 | <p><i>Editorial Office's Comments</i></p> <p>Science Editor: The manuscript has been peer-reviewed, and it's ready for the first decision.</p> <p>Company Editor-in-Chief: I have reviewed the Peer-Review Report, full text of the manuscript, and the relevant ethics documents, all of which have met the basic publishing requirements of the World Journal of Clinical Cases, 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 the original figure documents. Please prepare and arrange the figures using PowerPoint to ensure that all graphs or arrows or text portions can be reprocessed by the editor.</p> <p>In order to respect and protect the author's intellectual property rights and prevent others from misappropriating figures without the author's authorization or abusing figures without indicating the source, we will indicate the author's copyright for figures originally generated by the author, and if the author has used a figure published elsewhere or that is copyrighted, the author needs to be authorized by the previous publisher or the copyright holder and/or indicate the reference source and copyrights. 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</p> | [Y] |
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| | 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 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] |
| 4 | The title concisely summarizes the main topic of the study and is not too long (no more than 18 words). Words such as 'exploration', 'research', 'analysis', 'observation', and 'investigation' are avoided. The title does not start with 'The' and does not include any Arabic numbers or uncommon abbreviations. | [Y] |
| 5 | A short running title is provided (no more than 6 words). | [Y] |
| 6 | The authors' full family (sur)names and full/abbreviated first names are listed on the title page and are consistent with those listed in the signed BPG Copyright License Agreement form. | [Y] |

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| 7 | <p>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.</p> <p><i>e.g.</i>, “Wang CL and Liang L contributed equally to this work; Wang CL, Liang L, Fu JF, Zou CC, Hong F and Wu XM designed the 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.”</p> | [Y] |
| 8 | <p>The ‘Supported by’ statement describes the source(s) of financial support and includes the corresponding identification number(s) and program ID(s) if available, and contains no spelling errors.</p> | [N] |
| 9 | <p>The ‘Corresponding author’ passage provides the corresponding author’s full first and family (sur)names, abbreviated title (<i>e.g.</i>, MD, PhD), affiliated institute’s name and complete postal address (including zip code) and e-mail (written in all lowercase), and contains no spelling errors.</p> | [Y] |
| 10 | <p>The Manuscript Tracking information (<i>i.e.</i>, Received, Peer review started, First decision, Revised, Accepted, Article in press, and Published online) are provided along with the corresponding editor and date for each item, and contain no spelling errors.</p> | [Y] |
| 11 | <p>The Abstract section is formatted according to the article-specific style (structured <i>vs</i> unstructured) and word count thresholds, as follows:</p> <p><u>Commentary, Frontier, Diagnostic Advances, Medical Ethics, Minireview, Review, Therapeutics Advances, and Topic Highlight:</u></p> <p>Non-structured abstract that is no less than 200 words.</p> <p><u>Field of Vision, Case Report and Letter to the Editor:</u></p> | [Y] |

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| | Non-structured abstract that is no less than 150 words. <u>Research articles:</u> 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). | |
| 12 | The 'Key words' list provides 5-10 keywords that reflect the main content of the study. The first letter of each keyword is capitalized, and each keyword is separated by a semicolon. | [Y] |
| 13 | 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. For example, an article by Jae Moon Yoon, Ki Young Son, Chun Sick 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. <i>World J Gastroenterol</i> 2019; In press | [Y] |
| 14 | The 'Core tip' provides a summary (less than 100 words) of the study that outlines the most innovative and important arguments and core contents of the paper and will serve to effectively attract readers. | [Y] |
| 15 | 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 exception of rare instances of seminal literature citations. All technical terms and/or abbreviations are explained and/or defined, with the full name of abbreviations given upon first appearance in the text and the abbreviation presented in parentheses [<i>i.e.</i> , "...computed tomography (CT)"]. First-person pronouns (<i>e.g.</i> , 'I', 'we') are used appropriately to clearly indicate the work performed | [Y] |

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| | 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. | |
| 16 | The 'MATERIALS AND METHODS' section clearly and accurately describes all materials and methods used to obtain the data presented in the article and is adequate for a reader to repeat the study. | [N] |
| 17 | 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 the text, a table or figure (<i>i.e.</i> , chart, diagram, graph or image), but is 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. | [N] |
| 18 | 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). If there are other series of P values, ^c $P < 0.05$ and ^d $P < 0.01$ are used, and a third series of P 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. | [N] |

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| 19 | The 'DISCUSSION' section (1) describes the main purpose and 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; (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. | [Y] |
| 20 | The 'ACKNOWLEDGEMENTS' section expresses gratitude to any individuals or organizations for technical support (<i>i.e.</i> , providing instrumentation, equipment or experimental materials, and/or assistance in experimental work), non-technical services (<i>i.e.</i> , useful inspiration, suggestions, guidance, or review), and/or any other auxiliary work. | [N] |
| 21 | The 'ARTICLE HIGHLIGHTS' section provides comments for original articles in accordance with the specified format. | [N] |
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| 23 | Journal references have been verified to ensure that there are no 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 (<i>e.g.</i> , <i>Shijie Huaren Xiaohua Zazhi</i>); the name of 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. | [Y] |
| 24 | The number of cited references is appropriate for the article type, as follows: <u>Commentary</u> : no less than 50; <u>Review</u> : no less than 100; <u>Article</u> : no less than 30/26; <u>Case Report and Letter to the Editor</u> : no less than 1. | [Y] |
| 25 | The ethics-related statements are provided in accordance with the manuscript type (<i>e.g.</i> , Manuscript No.-Institutional review board statement, Manuscript No.-Animal care and use statement, <i>etc.</i>). | [Y] |
| 26 | The names of the peer reviewers and the scientific editor are present at the end of the paper (<i>e.g.</i> , P-Reviewer: Hugot D S-Editor: Wang JL). | [Y] |
| 27 | The order and numerical labeling of tables and figures is consistent with their appearance and presentation in the text. Symbols in tables (<i>e.g.</i> , +, -, ×, ÷, *) correctly correspond to the definitions in the footnotes. Only one legend is provided for each multi-panel figure consisting of color graphs, black and white graphs, or line graphs 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: | [Y] |
| 28 | Split pictures include flow charts, line graphs, histograms, and graphs including text. Unsplit pictures include meta-analysis | [Y] |

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| | 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 No.-Review; <i>e.g.</i> , 870- Review). The letter of peer-reviewers' comments is provided (file name: Manuscript No.-Peer-review(s); <i>e.g.</i> , 870-Peer-review(s)). The response letter is provided (file name: Manuscript No.-Answering reviewers; <i>e.g.</i> , 870-Answering reviewers). | [Y] |
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| 38 | The text of the manuscript is typed in Book Antiqua font, 12 pt, with 1.5 line spacing. | [Y] |
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