

# CHECKLIST OF RESPONSIBILITIES FOR SCIENTIFIC EDITORS

Manuscript page number (Without Figures): 29 Rate: 6.2 CNY per page

Editing Fee: <u>179.8</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: 6716

Total Editing Fee: <u>179.8</u> CNY

Scientific Editor: Ya-Juan Ma

Date of signature: 06/28/2022

(month/day/year)

Item No.		Comments
	Specific items for verification	Yes=[Y]
		No= [N]
1	General Information of the Manuscript	
	Name of journal: World Journal of Gastroenterology	
	Manuscript NO.: 76879	
	Column: Observational Study	
	Title: Secular trends of intrahepatic cholangiocarcinoma in a high	
	endemic area: A population-based study	[Y]
	Authors: Chun-Ru Lin, Yu-Kwang Lee, Chun-Ju Chiang, Ya-Wen	
	Yang, Hung-Chuen Chang and San-Lin You	
	<b>Reviewer code:</b> 06286325, and 03769734	
	<b>First decision:</b> 2022-05-29 03:38	
2	Editorial Office's Comments	[Y]



	Science Editor: Manuscript_FirstCommentByScienceEditor	
	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 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 decomposable Figures (in which all	
	components are movable and editable), organize them into a single	
	PowerPoint file. 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]
Δ	The title concisely summarizes the main topic of the study and is	[Y]
4	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.	[ \ ]
5	A short running title is provided (no more than 6 words).	[Y]
	The authors' full family (sur)names and full/abbreviated first	[Y]
6	names are listed on the title page and are consistent with those	
	listed in the signed BPG Copyright License Agreement form.	
	The 'Author contributions' passage describes the specific	[Y]
	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.	
	e.g., "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	
	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	[N]
8	support and includes the corresponding identification number(s)	
	and program ID(s) if available, and contains no spelling errors.	
	The 'Corresponding author' passage provides the corresponding	[Y]
9	author's full first and family (sur)names, abbreviated title (e.g., 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.	
	The Manuscript Tracking information (i.e., Received, Peer review	[Y]
10	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.	



	The Abstract section is formatted according to the article-specific	[Y]
	style (structured vs unstructured) and word count thresholds, as	
	follows:	
	Commentary, Frontier, Diagnostic Advances, Medical Ethics,	
	Minireview, Review, Therapeutics Advances, and Topic Highlight:	
11	Non-structured abstract that is no less than 200 words.	
11	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).	
12	The 'Key words' list provides 5-10 keywords that reflect the main	[Y]
	content of the study. The first letter of each keyword is capitalized,	
	and each keyword is separated by a semicolon.	
	The "citation" contains authors' names and manuscript title. The	[Y]
	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	
	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	
14	The 'Core tip' provides a summary (less than 100 words) of the	[Y]
	study that outlines the most innovative and important arguments	
	and core contents of the paper and will serve to effectively attract	
	readers.	



	The 'INTRODUCTION' section clearly describes the relevant	[Y]
	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,	
15	with the full name of abbreviations given upon first appearance in	
15	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	
	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	[Y]
	describes all materials and methods used to obtain the data	
16	presented in the article and is adequate for a reader to repeat the	
	study.	
	The 'RESULTS' section concisely describes the observational and	[Y]
	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	
	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.	
18	Statistical symbols are accurate. Statistical significance is expressed	[Y]
	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 <i>P</i> values, $cP < 0.05$ and $dP < 0.01$ are used,	
	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.	



19The '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]20The '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.[Y]
<ul> <li>(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.</li> <li>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.</li> </ul>
<ul> <li>the data) and draws conclusions or inferences based on the results;         <ul> <li>(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.</li> </ul> </li> <li>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.</li> </ul>
<ul> <li>(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.</li> <li>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.</li> </ul>
<ul> <li>(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.</li> <li>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.</li> </ul>
20The '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.
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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.
20 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.
20 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.
20 assistance in experimental work), non-technical services ( <i>i.e.</i> , useful inspiration, suggestions, guidance, or review), and/or any other auxiliary work.
assistance in experimental work), non-technical services ( <i>i.e.</i> , useful inspiration, suggestions, guidance, or review), and/or any other auxiliary work.
auxiliary work.
The 'ARTICLE HIGHLIGHTS' section provides comments for [Y]
original articles in accordance with the specified format.
The 'REFERENCES' section lists the references in the Vancouver       [Y]
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>
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
( <i>e.g.</i> , Pan <i>et al</i> <sup>[2-5]</sup> , please see reference [8]).



23	Journal references have been verified to ensure that there are no	[Y]
	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	
	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	[Y]
	follows:	
24	<u>Commentary:</u> no less than 50;	
24	<u>Review:</u> no less than 100;	
	<u>Article:</u> no less than 30/26;	
	Case Report and Letter to the Editor: no less than 1.	
25	The ethics-related statements are provided in accordance with the	[Y]
	manuscript type (e.g., Manuscript NoInstitutional review board	
	statement, Manuscript NoAnimal care and use statement, etc.).	
	The names of the peer reviewers and the scientific editor are present	[Y]
26	at the end of the paper (e.g., P-Reviewer: Hugot D S-Editor: Wang	
	JL).	
	The order and numerical labeling of tables and figures is consistent	[Y]
	with their appearance and presentation in the text. Symbols in	
	tables ( <i>e.g.</i> , +, -, ×, $\div$ , *) correctly correspond to the definitions in the	
27	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:	
28	Split pictures include flow charts, line graphs, histograms, and	[Y]
20	graphs including text. Unsplit pictures include meta-analysis	



<u> </u>		
	diagrams, PCR amplification curves, and survival curves.	
29	The author(s) highlighted the changes made to the manuscript	[Y]
	according to the peer-reviewers' comments.	
30	The responses to the peer-reviewers' comments are consistent with	[Y]
30	the changes made to the manuscript.	
	The revised manuscript is provided (file name: Manuscript	[Y]
	NoReview; <i>e.g.</i> , 870- Review).	
01	The letter of peer-reviewers' comments is provided (file name:	
31	Manuscript NoPeer-review(s); e.g., 870-Peer-review(s)).	
	The response letter is provided (file name: Manuscript	
	NoAnswering reviewers; e.g., 870-Answering reviewers).	
	The related ethics and relevant documents are provided, such as (1)	[Y]
	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	
32	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:	
	Manuscript NoInformed consent statement).	
33	All authors signed the BPG Copyright license agreement form (file	[Y]
	name: Manuscript NoCopyright license agreement; <i>e.g.</i> ,	
	870-Copyright license agreement).	
	The language certificate provided by authors who are non-native	[Y]
34	speakers of English meets the BPG requirements (file name:	
l		



	Manuscript NoLanguage certificate; <i>e.g.</i> , 870-Language certificate).	
35	The photos licensed in the Agreement for Use of Personal Photos	[N]
	are consistent with those in the paper (file name: Manuscript	
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	use of personal photos).	
	This document (Checklist of Responsibilities for Scientific Editors)	[Y]
36	has been saved under the file name: manuscript NoScientific	
	editor work list (e.g., 870-Scientific editor work list).	
	A CrossCheck investigation (an effective tool for detecting unoriginal	[Y]
	content, enabling our editors to preserve the journal's integrity and	
	the authors' copyright) has been performed for the manuscript via	
37	the website: http://www.ithenticate.com/. The results document	
	contains the following information for the manuscript: "Name of	
	journal", "Manuscript No.", "Columns", "Title" and "Author list".	
	The Figure of the CrossCheck results is saved in JPEG format (.jpg) at	
	1440 $\times$ 680 pixel resolution. The PDF of the <i>CrossCheck</i> 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.	
29	The text of the manuscript is typed in Book Antiqua font, 12 pt, with	[Y]
38	1.5 line spacing.	
	The primary responsibilities of our scientific editors include carefully	y checking the
Responsibilities of scientific editors	entire manuscript and all accompanying materials for: (1) error	s in spelling.
		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.	
L	1	



	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.