**Manuscript Analysis Request Form**

**Service(s) Needed:** □ Illustrations/Figure Creation □ Formatting □ Editor □ Writer □ Data Analysis

**Study Name:** [Study] **Date of request:** [Date]

**Manuscript title (working):**  [Title]

**Lead author:** [Author/PI] **Senior Author:** [Author/PI]

|  |  |
| --- | --- |
| **Writing team/authors:**  | [List all individuals who are expected to contribute directly to the preparation of the manuscript and be included as co-authors.] |

**Current Study Status:** [Development, Data Collection, Analysis, Writing, or Submission]

**Type of Manuscript:** [Case Report, Literature Review, Study Write-Up, New Technique, Existing Study replication etc.]

**Purpose of Manuscript:** [Please briefly explain your goals in publishing this research and why you feel it matters.]

**Proposed target journal(s):** [Journal]

**Target date for submission:** [Date for submission]

**Timeline for submission:** [Basic timeline for submission]

**Network or Grant Associated:** [List any grants or networks associated with this study.]

**Additional information:** [Provide other pertinent details related to development of the manuscript including known deadlines for preliminary presentation of results (e.g., Steering Committee meeting, abstract submission).]

**STUDY DESIGN OVERVIEW**

**Background/rationale:** [Provide brief overview of background and rationale for current manuscript. Key references may be attached separately.]

**Research objectives and hypotheses:**

[Provide numbered list of research objectives and related hypotheses: e.g.,
 Objective 1:
 Objective 2:
 …]

**Population definition:** [Which records should be used in the analysis? Detail any specific inclusion and exclusion criteria (beyond general study entry criteria) here.]

**VARIABLES**

**NOTE:** For all variables, please review data collection forms to include specifics and provide detailed definitions.

**Outcomes:**

Primary outcome(s): [Primary outcome(s)]

Secondary outcome(s): [Secondary outcome(s)]

Descriptive outcome(s): [Additional outcomes to include for descriptive purposes]

**Variables:**

[List all other variables of interest for analyses, including any to be examined in relationship to the primary or secondary outcomes and/or that relate to the study objectives/hypotheses. Specify categories to be used for any variables that will be defined differently than in existing data (e.g., continuous age categorized into age groups). You may find it useful to group variables according to certain labels such as demographics, baseline characteristics, etc.]

**DATA SUMMARY AND ANALYSIS PLAN**

[Describe or create tables and figures to include in the manuscript. Outline planned analyses for each objective/hypothesis and any general thoughts related to analysis.]

**Example Tables (Delete this section from your finished MARF)**

Table 1: Sociodemographic characteristics

|  |  |
| --- | --- |
|  | N (%) |
| **Gender (location of variable, variable label)**Male (1)Female (2) |  |
| **Ethnicity (location of variable, variable label)**Hispanic or Latino (1)Non-Hispanic/Latino (2)Unknown/Not Reported (3) |  |
| **Race (location of variable, variable label)**White or Caucasian (1)Black or African American (2)Asian (3)Native Hawaiian or Other Pacific Islander (4)American Indian or Alaska Native (5)Unknown/Not Reported (6) |  |
| Etc… |

Table(s) X: Build tables that inform your statistician how you would like you variable of interest evaluated.

\*Use asterisks to direct and query your statistician- example: For this table, please exclude values 0 (Did not have) and 9 (Unknown) from calculations, as we are only interested in symptoms that were present and recognized by the caregiver.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Surgical revision (location of variable, variable label)** | **No surgical revision (location of variable, variable label)** | **P-Value** |
| **Headache****(location of variable, variable label)**1 day2- 3 days4- 7daysGreater than 7 days |  |  |  |
| **Earache****(location of variable, variable label)**1 day2- 3 days4- 7daysGreater than 7 days |  |  |  |
| **Vomiting****(location of variable, variable label)**1 day2- 3 days4- 7daysGreater than 7 days |  |  |  |
| Etc… |