


For more information please visit our website
versusarthritis.org

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PROMOTING YOUR RESEARCH

Pre-publication guide



**VERSUS
ARTHRITIS**

WHAT WE NEED FROM OUR RESEARCHERS

As a funder of medical research, it is essential that we can communicate and promote the work that we fund. It is all our responsibility to tell the story of arthritis and make it visible on behalf of those affected by the condition. In order to do this, we need all the researchers we fund to inform us as soon as research has been **accepted** for publication, and that pre-publication manuscripts and any other relevant materials, such as a lay summary, are shared.

Researchers funded by Versus Arthritis must send their publications to their research programme manager or administration officer **on acceptance** for publication.

All communications about your research must acknowledge the source(s) of funding, including the grant number where applicable. Being notified ahead of publication allows us time to review the information and determine the best route for each individual publication. This could include the development of a news story for the website, press release, social media post, or used to inform teams across the charity.

For this type of work, our research and communications teams will work closely together. Both teams are experienced in working with pre-publication data, from our research community.

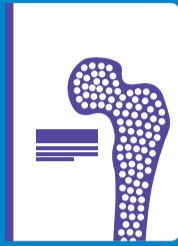
For further information email the research team on research@versusarthritis.org



THE STEP BY STEP PROCESS

1 ACCEPTED PAPER SENT TO RESEARCH TEAM IN CONFIDENCE

We work with confidential and sensitive information daily and understand the importance of respecting embargoes.



2 RESEARCH LIAISON TEAM PROCESS THE PAPER

We will use the lay summary if available, and put the research in context for the communications team, including how this will impact people with arthritis.

3 YOUR RESEARCH WILL BE DISCUSSED

Our research and communications experts will decide the best route for each paper. If a decision is made to communicate about your research externally, we will contact you for more information.



4 INVOLVING YOUR PRESS TEAM

We need prior warning of any planned communications. Your institution's communications team should liaise with our communications team (press@versusarthritis.org). Please make it clear when partners are involved in a project, so they can be contacted.

5 YOUR OVERSIGHT AND APPROVAL

Any press releases that we prepare will be sent to you for approval. All partners will be sent the press release to ensure everyone is happy with the piece before it is used.



6 RESPONDING TO QUERIES

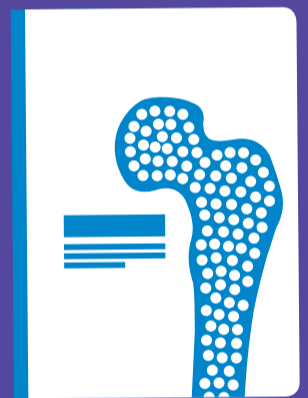
We may prepare FAQs to help respond to queries from people with arthritis or journalists. To ensure the responses are accurate, we may seek the advice of our medical advisors, or approach you for input. These FAQs are often prepared ahead of publication date.



WHAT WE DO

1 THE RESEARCHER

sends the accepted paper to the research team before publication date, including the publication date and any planned communication activities.



2 THE RESEARCH LIAISON TEAM

will put the research in context and may provide a non-technical summary.



3 THE COMMUNICATIONS TEAM

will work with you to develop a press release or news story around your research.

