

Guidance on Authoring, Presenting and Disseminating Scholarly Products  
WSU Elson S. Floyd College of Medicine Office of Research

The Office of Research (OOR) emphasizes the importance of sharing information about authorship and scholarly products. Authorship should be discussed and agreed upon early in the writing process, ensuring it is based on substantial contributions to the work, including data analysis, drafting, revising, and final approval of the version to be published:

- [WSU Office of Research – Publication and Authorship](#)
- Choosing the appropriate journal is important. Please consider reviewing the following resources on publications and journals:
  - [The problem of predatory journals](#)
  - [Think Check Submit](#)
  - [Retraction Watch](#)
- Regulatory compliance should always be considered and determined prior to embarking on your scholarship. For example, certain federal (i.e., FERPA, HIPAA) and Washington (Uniform Health Care Information Act) laws govern access, use, and/or disclosure of certain types of data. Faculty may need to obtain IRB approval and/or ensure an appropriate contract is in place (i.e., Data Use Agreement) to obtain this regulated data.
- For more extensive background and training on appropriate authorship consider reviewing the Responsible Conduct of Research training offered by CITI and accessible through the following link: [WSU MyResearch](#)
- Reference management tools:
  - [Using EndNote Basic in Research](#)
  - [Using Mendeley](#)
- When declaring author affiliations, the following order should be used
  - 1- WSU Elson S. Floyd College of Medicine
  - 2- Department (only those listed are acceptable)
    - a. Community and Behavioral Health
    - b. Medical Education and Clinical Sciences
    - c. Nutrition and Exercise Physiology
    - d. Speech and Hearing Sciences
    - e. Translational Medicine and Physiology
- [Poster Templates and Printing Information](#)

For additional questions or information, please contact the College of Medicine OOR [medicine.research.inquiries@wsu.edu](mailto:medicine.research.inquiries@wsu.edu)