



- Review the Publications & Presentations Policy.
- Check that research idea is not in progress elsewhere.
- A sponsoring PI must review and endorse proposal.
- Draft proposal with your sponsor.
- E-mail proposal and application form to P&P Committee.
- Approved proposals are open for writing group nominations.

- Confirm writing group members.
- Develop analysis plan with writing group.
- If not doing analysis, an analyst will contact you when assigned.
- If doing the analysis, submit the [WHI data use agreement](#) to the WHI Help Desk.
- Distribute results and draft manuscript with writing group.
- Final draft must be approved by all co-authors before submission to P&P Committee.

- Submit final draft manuscript to P&P Committee.
- Once approved, submit to journal for publication.
- If journal requires revisions, work with writing group.
- Substantial revisions require another P&P Committee approval.
- Notify P&P Committee when journal accepts manuscript.
- If media attention is generated, notify P&P Committee and NHLBI.
- Send final PDF copy to P&P Committee.