DRAFT | June 2019

Materials Design Analysis Reporting (MDAR) Checklist for Authors

The MDAR framework establishes a minimum set of requirements in transparent reporting applicable to studies in the life sciences (see Statement of Task: doi:10.31222/osf.io/9sm4x.). The MDAR checklist is a tool for authors, editors and others seeking to adopt the MDAR framework for transparent reporting in manuscripts and other outputs. Please refer to the MDAR Elaboration Document for additional context for the MDAR framework.

Materials

Antibodies	Yes (indicate where provided: section/paragraph)	n/a
For commercial reagents, provide supplier name, catalogue number and RRID, if available.		n/a

Cell materials	Yes (indicate where provided: section/paragraph)	n/a
Cell lines: Provide species information, strain. Provide accession number in repository **OR** supplier name, catalog number, clone number, **OR** RRID	Human nasopharyngeal carcinoma cell line C666-1 cell line ((#GDC (242349382-03), Shanghai, China))and HK1 cell line (# ATCC-1435, Shanghai, China) (section: Materials and methods/ paragraph : 3)	
Primary cultures: Provide species, strain, sex of origin, genetic modification status.		n/a

Experimental animals	Yes (indicate where provided: section/paragraph)	n/a
Laboratory animals: Provide species, strain, sex, age, genetic modification status. Provide accession number in repository **OR** supplier name, catalog number, clone number, **OR** RRID		n/a
Animal observed in or captured from the field: Provide species, sex and age where possible		n/a
Model organisms: Provide Accession number in repository (where relevant) **OR** RRID		n/a

Plants and microbes	Yes (indicate where provided: section/paragraph)	n/a
Plants: provide species and strain, unique accession number if available, and source (including location for collected wild specimens)		n/a
Microbes: provide species and strain, unique accession number if available, and source		n/a

Human research participants	Yes (indicate where provided: section/paragraph)	n/a
Identify authority granting ethics approval (IRB or equivalent committee(s), provide reference number for approval.		n/a
Provide statement confirming informed consent obtained from study participants.		n/a
Report on age and sex for all study participants.		n/a

Design

Study protocol	Yes (indicate where provided: section/paragraph)	n/a
For clinical trials, provide the trial registration number **OR** cite DOI in manuscript.		**n/a**

Laboratory protocol	Yes (indicate where provided: section/paragraph)	n/a
Provide DOI or other citation details if detailed step-by-step protocols are available.		**n/a**

Experimental study design (statistics details)	Yes (indicate where provided: section/paragraph)	n/a
State whether and how the following have been done**, or** if they were not carried out.		**n/a**
Sample size determination		**n/a**
Randomisation		**n/a**
Blinding		**n/a**
Inclusion/exclusion criteria		**n/a**

Sample definition and in-laboratory replication	Yes (indicate where provided: section/paragraph)	n/a
State number of times the experiment was replicated in laboratory	Data was from at three biological replicates (section: Materials and methods/ paragraph : 8)	
Define whether data describe technical or biological replicates	Data was from at three biological replicates (section: Materials and methods/ paragraph : 8)	

Ethics	Yes (indicate where provided: section/paragraph)	n/a
Studies involving human participants: State details of authority granting ethics approval (IRB or equivalent committee(s), provide reference number for approval.		**n/a**
Studies involving experimental animals: State details of authority granting ethics approval (IRB or equivalent committee(s), provide reference number for approval.		**n/a**
Studies involving specimen and field samples: State if relevant permits obtained, provide details of authority approving study; if none were required, explain why.		**n/a**

Dual Use Research of Concern (DURC)	Yes (indicate where provided: section/paragraph)	n/a
If study is subject to dual use research of concern, state the authority granting approval and reference number for the regulatory approval		**n/a**

Analysis

Attrition	Yes (indicate where provided: section/paragraph)	n/a
State if sample or data point from the analysis is excluded, and whether the criteria for exclusion were determined and specified in advance.		n/a

Statistics	Yes (indicate where provided: section/paragraph)	n/a
Describe statistical tests used and justify choice of tests.	Data was analyzed using the nonparametric student t test, and was performed to define significant differences between two group, using a P value of < 0.05.	

Data Availability	Yes (indicate where provided: section/paragraph)	n/a
State whether newly created datasets are available, including protocols for access or restriction on access.		n/a
If data are publicly available, provide accession number in repository or DOI or URL.		n/a
If publicly available data are reused, provide accession number in repository or DOI or URL, where possible.	GEO database: GSM2523140 , GSM2523141, GSM2523142, and GSM2523143 (section: Materials and methods/ paragraph : 1)	

Code Availability	Yes (indicate where provided: section/paragraph)	n/a
For all newly generated code and software essential for replicating the main findings of the study:		n/a
State whether the code or software is available.		n/a
If code is publicly available, provide accession number in repository, or DOI or URL.		n/a

Reporting

Adherence to community standards	Yes (indicate where provided: section/paragraph)	n/a
MDAR framework recommends adoption of discipline-specific guidelines, established and endorsed through community initiatives. Journals have their own policy about requiring specific guidelines and recommendations to complement MDAR.		n/a
State if relevant guidelines (eg., ICMJE, MIBBI, ARRIVE) have been followed, and whether a checklist (eg., CONSORT, PRISMA, ARRIVE) is provided with the manuscript.	ICMJE guidelines were followed, as the journal follows ICMJE recommendations for publication.	

批注 [Am1]: 这个杂志有这个 guidelines 吗

批注 [Am2]: 补充提交的清单

Article information: http://dx.doi.org/10.21037/tcr-19-2888

Submission Checklist		
Place “Y” if you confirm your manuscript has followed the requirement. Place “N/A” if not applicable. Should you have any questions, please refer to our Author Instructions or contact the Editorial Office directly.		
PREPARATION OF MANUSCRIPT		
1	The preferred format is Word (doc, docx), double-spaced throughout, font size 12. Please add line numbers throughout the manuscript if possible.	Y
MANUSCRIPT COMPONENTS		
2	**Cover letter -** Please indicate in the cover letter if it is an invited paper.	N/A
3	**Title page**	Y
3-1	Article type (Original Article, Review Article, Case Report, etc.)	Y
3-2	Title and Running Title (a short title within 60 characters including spaces)	Y
3-3	Full name of each author (first name, middle initial and last name) followed by each author’s name of department(s) and institution(s) with which each author is affiliated.	Y
3-4	The name, address, telephone and/or fax numbers and the e-mail address of the Corresponding Author.	Y
3-5	Authors’ contributions (Original Article and Review Article only) (I) Conception and design: (II) Administrative support: (III) Provision of study materials or patients: (IV) Collection and assembly of data: (V) Data analysis and interpretation: (VI) Manuscript writing: All authors. (VII) Final approval of manuscript: All authors. Note: 1. VI and VII of all authors are obligatory while the rest information is case based; 2. Contributions section is not required when there is only one author.	Y
3-6	3-5 keywords	Y

4	**Abstract: 200-350 words**	Y
4-1	Structured Abstract (Original Article only) - The following structure must be followed: Background, Methods, Results and Conclusions. Note: No reference/figure/table should be cited in abstract.	Y
5	**Main Text (Original Article only)** - The following structure must be followed: Introduction, Methods, Results, Discussion OR/AND Conclusions.	Y
ACKNOWLEDGEMENTS		
6	Acknowledge those who contributed to the manuscript, but who do not qualify for inclusion as authors. Indicate all sources of support for the work (list funding/grants in a new paragraph.)	Y
REPORTING CHECKLIST		
7	If your article is required to follow certain guideline for reporting standards: 1) Please **submit the reporting Checklist as an additional file.** In the checklist, please indicate the detailed Page Number, Line Number, Section and Paragraph. Do not leave any blanks; If "N/A" is filled, please explain the reasons for not applicable items. 2) Line Numbers should be added to the revised manuscript, which is supposed to be returned to us. 3) It should be noted that once your paper is accepted, the reporting checklist you provided will be published as additional information for readers. Therefore: - please indicate at the end of the **Introduction** section of Main Text: *"We present the following article in accordance with the XXX reporting checklist."* - please indicate the following information in the **footnote**: *"Reporting Checklist: The authors have completed the XXX reporting checklist."* 4) Submissions received without these elements will be returned to the authors as incomplete. The checklist will not be used as a tool for judging the suitability of manuscripts for publication, but it is intended as an aid to authors to entirely and transparently let reviewers and readers know what authors did and found.	Y
CONFLICTS OF INTEREST		

8	**Conflict of Interest (COI) Form must be provided, as suggested by ICMJE:** http://www.icmje.org/conflicts-of-interest/ **-** Each author should submit a separate form and is responsible for the accuracy and completeness of the submitted information. Please follow the guidelines below to complete the form: a. Download the form from: https://cdn.amegroups.cn/static/public/COI-Disclosure-(please-use-an-Adobe-Acrobat-Reader-to-open).pdf b. Open the form in Adobe Acrobat Reader, fill it out and then save it. (FREE Acrobat Reader could be downloaded here: https://acrobat.adobe.com/us/en/acrobat/pdf-reader.html). c. **Collect all forms from each author, number all forms in the line-up of authorship** and submit them to the editorial office. d. **Add COI statement to the footnote:** - If there's nothing to declare, please state it as below: *All authors have completed the ICMJE uniform disclosure form. The authors have no conflicts of interest to declare.* - If there's potential conflict of interest to declare, please summarize the statements from "Section 6" in EVERY COI form. ***Suggested wording**: All authors have completed the ICMJE uniform disclosure form. XXX reports that…… The other authors have no conflicts of interest to declare.*	Y
9	Please indicate if any of the authors serves as a **current** Editorial Team member (such as Editors-in-Chief, Editorial Board Member, Section Editor) for this journal.	N/A
AUTHOR ETHICAL STATEMENT (ETHICAL APPROVAL/INFORMED CONSENT)		
Statement #10 is a must for every article, followed by statement #11. **Statement #11 should be described:** **① based on research experiments type and article type;** **② both in the "Methods"/"Case Presentation" section of Main Text and the "Ethical Statement" section of Footnote.**		
10	Please note that all articles submitted to our journal must include an **Ethical Statement** in **Footnote**, containing the following wording: "*The authors are accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved*."	Y

11	**(a) Original Article: Human Experiments** For research involving human experiments, the article must include a statement that ethical approval was obtained (**or a statement that it was not required and why**), including the name of the ethics committee(s) or institutional review board(s), **the number/ID of the approval(s)**, and a statement that the participants gave informed consent before taking part (**or a statement that it was not required and why**). Authors should also state that the study conformed to the provisions of the Declaration of Helsinki (as revised in Edinburgh 2000), available at: https://www.wma.net/what-we-do/medical-ethics/declaration-of-helsinki/doh-oct2000. Describe this information in **both the "Method" section of Main Text and the "Ethical Statement" section of Footnote**. ***- Suggested wording**: "The trial was conducted in accordance with the Declaration of Helsinki. The study was approved by institutional/regional/national ethics/committee/ethics board of ******* (**NO.: the registration number of ethics board**) and informed consent was taken from all the patients."*	N/A
	(b) Original Article: Animals Experiments For any experiments involving animals, the authors must indicate the nature of the ethical review permissions, relevant licenses (e.g. Animal [Scientific Procedures] Act 1986), and national or institutional guidelines for the care and use of animals by which the research was conducted. Describe this information in **both the "Method" section of Main Text and the "Ethical Statement" section of Footnote.** ***- Suggested wording**: "Experiments were performed under a project license (**NO.: the license number**) granted by institutional/regional/national ethics/committee/ethics board of *******, in compliance with ******* national or institutional guidelines for the care and use of animals."*	N/A
	(c) Case Report In general, the submission of a Case Report should be accompanied by written consent from the subject (or their parent/guardian) before publication; this is particularly important where photographs are to be used or in cases where the unique nature of the incident being reported makes it possible for the patient to be identified. Describe this information in **both the "Case Presentation" section of Main Text and the "Ethical Statement" section of Footnote.** ***- Suggested wording**: "Written informed consent was obtained from the patient for publication of this study and any accompanying images"*	N/A

12	Please note that the Editorial Office may request copies of the informed consent documentation at any time. While the Editorial Board recognizes that it might not always be possible or appropriate to seek such consent, the onus will be on the authors to demonstrate that this exception applies in their case. The Journal retains the right to reject any manuscript on the basis of unethical conduct in either human or animal studies.	N/A
REFERENCES/CITATIONS		
13	The Vancouver system of referencing should be used and we suggest using EndNote to manage the references. In the text, cite the references **numerically (in round brackets) and consecutively in the order of appearance.** They should follow behind the previous word. And there is a space between the previous word and reference. [e.g., "The First International Consensus Conference on Laparoscopic Liver Surgery was held in Louisville in 2008 (3)."].	Y
14	If references are cited in tables or figure legends, number them according to the first identification of the table or figure in the text.	N/A
15	Cite unpublished data, such as papers submitted but not yet accepted for publication or personal communications, in parentheses in the text only.	N/A
16	If there are more than three authors, name only the first three and then use **"et al"** and names of journals should be **abbreviated in the style used in PubMed**. [e.g., "Lin X, Li W, Lai J, et al. Five-year update on the mouse model of orthotopic lung transplantation: Scientific uses, tricks of the trade, and tips for success. J Thorac Dis 2012;4:247-58."]	Y
FIGURES/TABLES/PERMISSIONS		
17	Legends must be submitted for all figures/videos. They should appear on a separate manuscript page after the references.	Y
18	Each figure must be saved and submitted as a separate file. The preferred format for figures is JPG or TIFF format and editable table in Word. Note: 1. Please provide original file for Forest Plots. 2. Scale bard should be added either in your figure or in the figure legend is applicable.	Y
19	If photographs of persons are used, the subjects must not be identifiable, or written permission must be obtained to use the photographs.	N/A

20	Figures, tables and videos should be cited **consecutively** in the text and numbered in the order in which they are discussed. Example: Figure 1 contains 4 parts, such as Figure 1A, 2B, 3C, 4C, these parts should also be cited consecutively, unless Figure 1 is already cited before Figure 1A, 2B, 3C, 4C.	Y
21	Each table (in editable format) must include the **table title, appropriate column heads, and explanatory legends** (including definitions of any abbreviations used).	Y
22	Please indicate the originality of figure(s), table(s) and video(s) when submitting your paper. **If a figure, table or video has been previously published or has appeared in copyrighted form elsewhere, acknowledge the original source and submit written permission from the copyright holder (usually the publisher) to reproduce the material. Permission is required, regardless of authorship or publisher except for documents in the public domain.** According to our policy, most of the adapted work will still need written permission from the copyright owner.	Y
DATA SHARING STATEMENT		
23	(For Original Article only) Please provide a filled Data Sharing Statement OR clarify reasons if it is not applicable.	Y