

Dear Colleague.

Please read the chapter selection rules carefully so that you can be an active part of our project:

***Chapter Selection Standards:***

You will briefly receive the final index of the manual. In this index you must select 3 chapters in which you would like to be first author and another 3 in which you could be co-author. The Editorial committee will assign you one of the three chapters you've selected. You can be the first author in a chapter and co-author of 3.

In 2023, we will be able to attend two sessions on streaming. The first a Webinar in which we will be reminded of the criteria of recommendation and evidence, as well as the criteria of research and publication with real-world data. They will also teach us bibliometrics criteria. Then, a session in which we will discuss the dynamics of the work of the manual, is the assignment of authors and co-authors and responsibility, calendar, format, and publication of the manual...

It would be very interesting if from now on you sent us your questions or questions to prepare the answers.

So far, we have 300 candidates from 12 countries and 145 hospitals among specialist doctors, residents, nurses, and related professions, all focused on the cancer patient.

Given the large number of authors and the Editorial Committee has decided that specialist doctors or "senior" professionals will have preference as the first authors of the different chapters. Residents will, at the first, be co-authors.

The main decision criterion for the attribution of authors to the chapters will be the order of arrival of the emails to our committee; therefore, the choice is competitive, the later you express your interest the less likely you are that your first option can be satisfied. Therefore, haste in your choice is a priority.

The editorial committee limits the number of chapters and the number of co-authors. With the intention of not accumulating co-authors in a few chapters, we may suggest changing chapters as co-author.

You can also decide to give up being the first author and be a candidate to co-author 3 chapters of your choice. Then send us this preference by replying to this email with this information.

If you have not been able to select a chapter as the first author, the Editorial Committee will allow you to register in 3 chapters as a co-author.

In this way each author will participate in a chapter as the first author and may participate in 3 chapters as co-author or, if desired, may participate only in 3 chapters as co-author.

The number of participants in each chapter will depend on the number of candidates and will be determined by the Editorial Committee, if applicable, for a correct distribution of the participants.

For Organizational and Specialization reasons, the Editorial Committee reserves the decision that some chapters be reviewed by a specifically appointed author and therefore will not appear in the initial selection.

### ***Work dynamics***

1. The first author will be responsible for the chapter completion on time. The first author has the responsibility to mark the guidelines of the Chapter of the manual and coordinate the work of the co-authors. You must submit the first version of the chapter to the Editorial Committee 6 months after assignment. The chapter shall comply with the format indications imposed by the publisher.
2. The co-author will review the chapter prepared by the first author, propose suggestions or modifications, and provide the bibliographic references with their level of evidence, degrees of recommendation and real-world data. These will be integrated by the person responsible for the chapter.

3. Co-authors have 3 months to submit comments, amendments to the chapter, revision of the literature and definition of degrees of evidence, recommendation, and evidence of the real world.
4. These works will be evaluated by the first author and by the Editorial Committee in the next 3 months, thus completing the drafting of the same (6+3+3=12 months). During this period all communications will be made for evaluations, corrections... between leading authors and co-authors.

After this work, the first author will sign the chapter and define the order of the co-authors in the publication, according to the degree of collaboration thereof. If any of the co-authors did not collaborate on their name, they will not be included in the reference.

If any chapter is deserted by lack of interest, all registered persons will be sent the possibility of participating in it falling into the Editorial Committee the decision to define who will be responsible, among the candidates, as first author and who will be the co-authors.

In the next 12 months the Editorial Committee and the editor will materialize in a paper, online and app publication, the manual or other publication, in which we all participate (we are more than 300 of 12 nationalities, 25 specialties and 145 hospitals).

### ***Chapter editing rules***

The manual or other publication must be written in English.

To homogenize the Manual, or other publication, all Chapters must have the same structure. This structure is defined by the publisher and will be forwarded by the Editorial Committee to all authors and co-authors with the necessary instructions.

### ***Other considerations***

Participation in the manual implies acceptance of these rules, principal authorship, and co-authorship, if applicable.

### ***Copyright***

The author assigns the rights to the editing and publication of the chapter by iOncoCare.

Each participant accepts the terms of incompatibilities or copyright as indicated above. The work now published may be used in future editions for review and updating by other authors.

If the participant (author or co-author) does not agree with the final result of the chapter, he/she will express in resalted writing his/her resignation, in e-mail addressed to the editorial committee to the [editorial@ioncocare.org](mailto:editorial@ioncocare.org)

Authors and iOncoCare assume GDPR data protection standards (<https://www.aepd.es/es/guias-y-herramientas/herramientas/informa-rgpd>)

Each participant may request as many copies as they wish from the Manual upon payment of printing costs and separate shipping costs.

We want to have your participation in this challenge, and we trust and hope you accept the challenge of enriching it with your participation.

Receive a cordial Greeting.