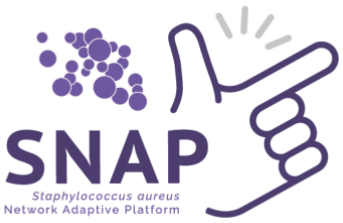

SNAP TRIAL

AUTHORSHIP AND PUBLICATION POLICY

VERSION 3.0, DATED 03 NOVEMBER 2023

DOCUMENT HISTORY

VERSION NUMBER	DATE	CREATED BY	APPROVED BY	SIGNATURE OF APPROVAL
1.0	24 Nov 2022	Steven Tong	SNAP Global TSC	 **Prof Steven Tong** – *Coordinating Chief Investigator*
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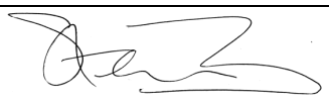
2.0	11 Jul 2023	Steven Tong	SNAP Global TSC	 **Prof Steven Tong** – *Coordinating Chief Investigator*
				 **Prof Josh Davis** - *Coordinating Chief Investigator*
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3.0	03 Nov 2023	Global Coordination Team	SNAP Global TSC	 **Prof Steven Tong** – *Coordinating Chief Investigator*
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				 **A/Prof Zoe McQuilten** – *Independent Chair, Global TSC*

1 CONTENTS

2 INTRODUCTION

This policy provides background and criteria for defining authorship for the SNAP Trial. To be named as an author or collaborator on a SNAP Trial manuscript or abstract signifies that the individual has made a significant contribution to the work and is accountable, to some degree, for the final output.

This policy aims to ensure that appropriate recognition is assigned to all those involved in the establishment, maintenance and resulting outputs of the SNAP Trial and to reflect that authorship should be:

- An accurate reflection of the contributions to the study
- Assigned fairly and consistently among contributors and contributing regions
- Communicated clearly and transparently to all contributors and the SNAP Trial community

2.1 POLICY REVIEW

This document will be reviewed on an annual basis.

Any updates that are required between reviews will be incorporated and an updated version circulated to the Global Trial Steering Committee and all regional sponsors for approval.

An appendix with past and proposed manuscripts and abstracts, and authorship details will be kept as an operational document that can be frequently updated. The appendix will be a standing item for review by the Global Trial Steering Committee.

2.2 RELEVANT PARTIES

Trial Steering Committees:

Global Trial Steering Committee (Global TSC) – the global steering committee responsible for overall decision making related to the SNAP trial

Regional Trial Steering Committee (Regional TSC) – the regional steering committee responsible for decision making related to the SNAP trial in that region. The Regional TSC feeds decisions up to the Global TSC for final ratification.

Trial Management Groups:

Global Trial Management Group (Global TMG) – the global management team based at the Doherty Institute (Australia), responsible for central coordination of the SNAP trial and oversight of trial progress and conduct internationally, led by the SNAP trial co-leads and the Global Trial Manager

Regional Trial Management Group (Regional TMG) – the regional management team responsible for coordination of the SNAP trial and oversight of trial progress and conduct in a specific region, led by the regional lead(s) and Regional Trial Manager.

Coordinating Chief Investigator(s) – the overall lead researcher(s) for the SNAP Trial, responsible for the overall design and conduct of the SNAP trial.

Chief Investigator(s) – the investigators listed on grants or protocol documents in each region

Working Group – a committee responsible for oversight of a particular domain, appendix, subpopulation, sub-study, or other aspect within the SNAP Trial.

Writing committee – the group of individuals who lead the writing of a manuscript. The writing committee members will vary depending on the manuscript. This group will often have considerable overlap with the relevant working group that has led a domain or sub-study.

SNAP Trial group – the broader community involved in SNAP, including the various committees and working groups, site investigators and site teams. When listed in the author by-line for publications, the composition of the SNAP Trial group will be specified in the acknowledgements or body of the manuscript. The exact composition of the 'SNAP Trial group' may vary according to involvement of members in a relevant publication (i.e., the 'SNAP Trial group' is not a fixed list of contributors).

2.3 DEFINITIONS OF MANUSCRIPTS AND ABSTRACTS

Manuscript – defined as a written work that contains data and / or intellectual content derived from the SNAP Trial, its domains, appendices, sub-studies, and when on behalf of the SNAP Trial group. The Global TSC will determine which papers fall into each category. Further definitions for study categories (new domain, integrated clinical trial, prospective sub-studies, pre-planned analyses, harmonised external studies) can be found in the Sub-study document.

Primary Manuscripts

Protocol Manuscript – papers that present the SNAP Trial core protocol or protocols from the domain-specific appendices and other working groups.

Results Manuscript – papers that present the major clinical trial results (primary or secondary outcomes) from the SNAP Trial core protocol, existing and new domain-specific appendices, and integrated clinical trials. The clinical trial results may be reported in several papers.

Secondary Manuscripts – papers that present results from other working groups/appendices, that fall outside of the core protocol, existing or new domain-specific appendices, or integrated clinical trials. This may include papers about certain subpopulations or working-group specific activities.

Sub-study Manuscripts – papers that present results derived from prospective sub-studies or pre-planned analyses that were conceived, approved, and implemented as part of the SNAP Trial.

Other Manuscripts – papers that present results that were not prespecified in the protocols (e.g., analyses that capitalize on data collected that were not originally planned) or are related to tertiary objectives of the core protocol (biobank of *S. aureus* isolates), or results that advance the understanding of the primary findings of the core protocol or appendices. This includes papers describing results from studies that are not part of the SNAP trial, but are locally implemented and making use of SNAP logistics or that includes data directly derived from or substantially overlap with the SNAP trial data.

Review Articles – papers that present analysis of research already conducted and summarise the current state of a research topic or area, written by a particular SNAP working group/investigator.

Editorial – papers that present an opinion or view, often written as a comment on another article.

Meta-Analyses – papers that present a statistical analysis that combines the results of multiple independent studies of the same subject. Meta-analyses may be initiated by the SNAP study group or from an independent researcher/research team which includes SNAP data.

Abstract – defined as a concise summary of a written work, important for selection and indexing purposes. It is an original work and must be fully self-contained and make sense by itself, without further reference to outside sources or to the actual paper. Abstracts are a pre-requisite for presentation at a conference and are categorised within the same criteria as manuscripts, including:

Primary Abstracts – present the major results or methodology of the SNAP core protocol, existing or new domain-specific appendices, and integrated clinical trials.

Secondary Abstracts – present results from additional protocols to the SNAP Trial or its associated appendices, or presentations that may arise from other working groups, that fall outside of the core protocol, existing or new domain-specific appendices, or integrated clinical trials.

Sub-study Abstracts – present results derived from prospective sub-studies or pre-planned analyses that were conceived, approved, and implemented as part of the SNAP Trial.

Other Abstracts – present results that were not prespecified in the protocols or are related to tertiary objectives of the core protocol, or results that advance the understanding of the primary findings of the core protocol or domain specific appendices.

3 TRIAL INTEGRITY AND TIMING OF PUBLICATIONS AND PRESENTATIONS

Given the amount of activity, data to be generated, sub-studies conducted, and analyses performed, we (meaning the SNAP community of committees, investigators, and working groups) anticipate writing many manuscripts. We will prioritise manuscripts reporting the primary clinical trial results relevant to each domain. In particular, we must maintain trial integrity in terms of blinding of investigators to trial results.

Any analyses or manuscripts that may threaten trial integrity should only be conducted and written after the relevant primary clinical trial results analyses have been concluded and made publicly available subject to the requirement to ensure all primary clinical trial results are made publicly available within 12 months of study completion (defined as the date of the last visit of the last subject for collection of the primary outcome), as set out below. Appropriate timing of analyses and publications will protect trial integrity and optimise the impact of primary clinical trial results publications. Findings should be published in a peer-reviewed journal within 24 months from study completion.

Trial integrity should be considered with particular heed to:

- designing and assigning projects to students who may have shorter timelines for their theses and publications than expected timelines for the trial domains to conclude
- reports and publications that make use of subsets of the SNAP trial data

Some general principles regarding data, analyses, and trial integrity:

- *Trial outcomes* refer to any core protocol or domain specific appendix primary and secondary outcomes from the randomised platform population
- In most situations, baseline CONSORT figures, detailing numbers in each domain and reasons for exclusion, can be reported prior to primary clinical trial results are published. We would anticipate such data to mainly be used for internal reports, but they may be used to inform protocol manuscripts.
- While balanced randomisation ratios are being used (e.g., 1:1 for two arm domains, 1:1:1 for three arm domains), numbers assigned to each intervention in a domain can be reported prior to

primary clinical trial results are published. If any domain uses response adaptive randomisation, then numbers assigned to each intervention cannot be provided or reported.

- Trial outcomes will not be available or reported until primary clinical trial results are made publicly available (subject to the requirement to ensure all primary clinical trial results are made publicly available within 12 months of study completion [defined as the date of the last visit of the last subject for collection of the primary outcome]) other than for the purpose of reporting to the funders of regional sponsors where final reports including trial outcomes are required. Such funders may subsequently publish such reports, in accordance with each regional sponsor's funding contract in advance of the aforementioned publication in a peer-reviewed journal within 24 months from study completion..
- In exceptional circumstances the Global Trial Steering Committee may consider requests for release of aggregated trial outcomes. These will be treated on a case-by-case basis and will require strong and convincing justification.
- The SNAP Trial Group will ensure the primary clinical trial results are made publicly available within 12 months of completion of a domain (defined as the date of the last visit of the last subject for collection of the primary outcome) and that findings should be published in a peer-reviewed journal within 24 months from domain completion.
- Data and analyses arising from registry only participants may be accessed and published prior to primary clinical trials results are published

The above principles do not apply to the Analytic Team and the Data and Safety Monitoring Committee who will have access to unblinded data and reports for scheduled analyses.

4 AUTHORSHIP OF MANUSCRIPTS

As per the JAMA 'Authorship and Team Science' recommendations, the following roles are defined:

Contributor: Anyone, such as an author, a collaborator, or others who have assisted or contributed in a meaningful way to the work.

Author: A type of contributor who has participated sufficiently in the work to take public responsibility for the content, either all of the work or an important part of it, and meets defined criteria for authorship (section 4.1). Identification of authorship in a manuscript and published article can appear in 2 places:

Byline author*:* Author name included the article byline

Non-byline author: Author name not included in the article byline, but listed elsewhere, typically in an Acknowledgment or Article Information section.

Group author: A group of individuals, usually involving multicenter study investigators, members of working groups, and official or self-appointed expert boards, panels, or committees, who wish to display a group name to indicate authorship.

Collaborator: Another type of contributor who is a nonauthor member of a formal group and who contributes significantly to the work but does not qualify for authorship. These individuals may be listed as collaborators in an Acknowledgment or Article Information section.

Collaborators may include overarching parties such as the Australasian Society for Infectious Diseases Clinical Research Network (ASID CRN), the Australian Group on Antimicrobial Resistance (AGAR), the Institute of Environmental Science and Research New Zealand (ESR), the New Zealand Microbiology Network (NZMN), the Association of Medical Microbiology and Infectious Disease Canada Clinical Research Network (AMMI Canada CRN), and the Singapore Infectious Diseases Clinical Research Network (SCRN).

Other contributors: Anyone else who contributed in some meaningful way and who is not an author or a nonauthor collaborator. These individuals can be listed under Additional Contributions in an Acknowledgment or Article Information section.

Acknowledgements: In addition to authors and collaborators, manuscripts should acknowledge the contributions of: Contributing sites, funders, regional and global trial sponsors, database providers, and the data and safety monitoring committee.

4.1 CRITERIA FOR AUTHORS AND COLLABORATORS

Criteria for authorship will be those of the International Committee of Medical Journal Editors (ICMJE). Specifically, all authors should satisfy:

- Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- Drafting the work or revising it critically for important intellectual content; AND
- Final approval of the version to be published; AND
- Agreement to be 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.

All those designated as authors should meet all four criteria for authorship, and all who meet the four criteria should be identified as authors.

In general, there are two levels of contributions for SNAP:

1. **Authors** – those who satisfy the ICMJE criteria. Contributing authors will either be individually listed in the author byline or where Group Authorship is used will be clearly listed as individuals or individually as part of groups with specific contributions (e.g., the Writing Committee). Those invited as contributing authors will be asked to confirm in writing that they have met each component of the ICJME criteria.

2. **Collaborators** – those who have made a significant contribution but who do not satisfy all the ICMJE criteria. Collaborators are listed and searchable in PubMed and can list the relevant publication in their list of publications.

4.2 AUTHORSHIP BYLINE AND COLLABORATORS

The following options for listing authorship in the authorship byline of a manuscript may be used. *Which of the below options is selected for a manuscript should be decided and agreed in advance.*

The *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial Group (Members of the SNAP Trial group Are Authors), *No Individual Authors Named in the Byline.*

The byline includes the SNAP Trial group only without the names of individual authors. Author members of the SNAP Trial group relevant to the manuscript at hand are listed as authors in the Acknowledgment section at the end of the article. The writing committee, and where relevant the domain specific working group, will be specifically listed.

Any nonauthor members of the group who contributed substantially may be listed as collaborators in the Acknowledgment section. The PubMed record lists the individual author members of the research group and the group name followed by any nonauthor collaborators.

The byline would appear as "The *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial group".

This is the preferred option for Primary Results manuscripts.

Subgroup of Authors "for" a *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial group (Members of the Subgroup Are Authors), *No Individual Authors Named in the Byline.*

The byline includes the name of a subgroup of authors who are members of the SNAP Trial group, such as a "writing committee" and the name of the SNAP Trial group, without including the names of individuals in the subgroup or the research group.

Examples might include: 'The Microbiology Working group for the SNAP Trial group', or 'The MRSA Domain Specific Working group for the SNAP Trial group.'

Members of the subgroup are authors and are designated as authors in the Acknowledgment section at the end of the article. Those who are not a member of a specific subgroup (e.g., the Microbiology Working Group) but who have made contributions warranting authorship may be listed as authors for the SNAP Trial group.

Any nonauthor members of the larger group who contributed substantially may be listed as collaborators in the Acknowledgment section. As in the previous example, the PubMed record lists the individual author members of the subgroup and the SNAP Trial group followed by any nonauthor collaborators.

The byline would appear as "The Microbiology Working Group for the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial group".

This is the preferred option for Secondary and Sub-study manuscripts.

Individual Authors "for" the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial Group (All Members of the SNAP Trial Group Are Not Authors).

Individuals who meet authorship criteria are listed in the author byline of the article, followed by the SNAP Trial Group. The nonbyline members of the research group *are not* authors, but they may be formally listed as collaborators.

The named authors are listed first, followed by an indication that they are serving as authors on behalf of or representing the SNAP Trial group, designated as "for" the SNAP Trial group. The SNAP Trial group and its' members are listed in the Acknowledgment section at the end of the article. In PubMed, the individuals listed in the byline are designated as authors, and the nonauthor members may be designated as collaborators.

The byline would appear as "Authors A, B, C, … for the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial Group".

This may be the preferred option for Secondary and Sub-study manuscripts where there is not a clearly defined and titled subgroup of authors.

Individual Authors, No Group Name.

Individuals who meet authorship criteria are listed in the author byline of the article, without the name of any research group. The name of a research group or research consortia involved with

the study and the members of those groups could be listed in the Acknowledgment section at the end of the article. In PubMed, the individuals listed in the byline are designated as authors.

The byline would appear as "Authors A, B, C, …".

This is not the preferred option for most manuscripts. However, 'Other manuscripts' may choose to make use of this option.

Individual Authors "and" the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial Group (*Members of the SNAP Trial Group Are Authors*).

Individuals who meet authorship criteria are listed in the author byline of the article, followed by the SNAP Trial group. Members of the SNAP Trial group relevant to the manuscript at hand *are* authors as designated by "and" the SNAP Trial group in the byline.

The name of SNAP Trial group and the nonbyline author members of that group are listed in the Acknowledgment section at the end of the article. The individuals named in the byline and the individual author members of the SNAP Trial group are listed as authors along with the group name followed by any nonauthor collaborators in PubMed.

The byline would appear as "Authors A, B, C, … and the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial group".

This is not the preferred option for most manuscripts.

4.3 AUTHORSHIP AND COLLABORATORS FOR MANUSCRIPT TYPES

4.3.1 PRIMARY RESULTS MANUSCRIPTS

These will be led by the relevant domain specific working group who will recommend first and senior authors to be listed in the Writing Committee. If the working group decide to appoint joint first and / or senior authors, a footnote will be included in the manuscript stating, *"these authors contributed equally to this work"*.

- The order of joint first and senior authors will be decided by consensus.
- Other authors will include members of the Global and Regional TSCs, the statistics committee, the analytic team, other committees that have made substantial contributions, and key central and regional operational staff.
- Up to five trial site investigators or delegates per site may be listed as authors (one if the trial site has contributed at least one participant in the analysis dataset, two if 10 participants, three if ≥20 participants, four if ≥50 patients, five if ≥100 patients).

In general, the members of the Writing Committee will be specifically acknowledged and listed. If there is an ordered list for all authors, the Writing Committee may be among the front end and back end of the author list, with other authors listed in alphabetical order in the middle.

Other trial site investigators or delegates may be listed as collaborators (up to 20 [including the up to five listed as authors] per site as above). Collaborators may also include members of other committees, those listed on grants, consumer representatives, and central and regional operational staff. The data and safety monitoring committee will not be listed as authors but may be as collaborators.

4.3.2 PRIMARY PROTOCOL MANUSCRIPTS

These will be led by the relevant working group who will recommend first and senior authors. If the working group decide to appoint joint first and / or senior authors, a footnote will be included in the manuscript stating, *"these authors contributed equally to this work"*.

- The order of joint first and senior authors will be decided by consensus.
- Other authors will include members of the relevant working group. Members of the Global and Regional TSCs, the statistics committee, other committees that have made substantial contributions, and key central and regional operational staff may be included as authors or collaborators as deemed appropriate by the relevant working group and the Global TSC.
- Those contributing to grants but not directly to protocol development may be listed as collaborators.
- Site investigators would not be expected to be listed in these primary protocol manuscripts.

4.3.3 SECONDARY MANUSCRIPTS

These may be manuscripts that describe results and analyses outside of the primary results manuscripts. Secondary manuscripts will typically be led by domain specific or other working groups, and there may also be overlap with the sub-study manuscripts described below.

Manuscripts arising from external collaborators who have been granted approval to access SNAP related datasets should be considered within this framework (and should have been approved through the established sub-study processes).

The secondary manuscript writing group (either SNAP working groups, sub-study working groups, or external collaborator groups) will recommend first and senior authors. If the secondary manuscript writing group decide to appoint joint first and / or senior authors, a footnote will be included in the manuscript stating, *"these authors contributed equally to this work"*.

- The order of joint first and senior authors will be decided by consensus.
- Other authors will include members of the secondary manuscript writing group.
- Members of the Global and Regional TSCs, the statistics committee, other committees that have made substantial contributions, and key central and regional operational staff may be included as authors or collaborators as deemed appropriate by the relevant secondary manuscript writing group and the Global TSC.
- Up to five trial site investigators or delegates may be listed as authors (one if the trial site has contributed at least one participant in the analysis dataset, two if 10 participants, three if ≥20 participants, four if ≥50 patients, five if ≥100 patients).

In general, the secondary manuscript writing group members will be listed among the front end and back end of the author list, with other authors listed in alphabetical order in the middle.

Other trial site investigators or delegates may be listed as collaborators (up to 20 [including the up to five listed as authors] per site).

4.3.4 SUB-STUDY MANUSCRIPTS

These will be led by the sub-study working groups overseeing the relevant sub-study. Typically, these groups are linked to an existing working group (e.g., the Microbiology Working Group or domain specific working groups), but some sub-study working groups may exist separately.

The sub-study working group will recommend first and senior authors. If the sub-study working group decide to appoint joint first and / or senior authors, a footnote will be included in the manuscript stating, *"these authors contributed equally to this work"*.

- The order of joint first and senior authors will be decided by consensus.
- Other authors will include members of the sub-study working group.
- Members of the Global and Regional TSCs, the statistics committee, other committees that have made substantial contributions, and key central and regional operational staff may be included as authors or collaborators as deemed appropriate by the relevant sub-study working group and the Global TSC.
- Up to five trial site investigators or delegates may be listed as authors per site (one if the trial site has contributed at least one participant in the analysis dataset, two if 10 participants, three if ≥20 participants, four if ≥50 patients, five if ≥100 patients).

In general, the sub-study working group members will be listed among the front end and back end of the author list, with other authors listed in alphabetical order in the middle.

Other trial site investigators or delegates may be listed as collaborators (up to 20 [including the up to five authors] listed as collaborators as above per site).

4.3.5 OTHER MANUSCRIPTS

Projects and manuscripts describing results from studies that are not part of the SNAP trial, but locally implemented and making use of SNAP logistics or that includes data directly derived from, or substantially overlap with, the SNAP trial data should be notified to the Global TSC. The Global TSC should ensure that proposed analyses and subsequent manuscripts do not compromise the SNAP trial integrity, but otherwise no additional approval from the Global TSC is required.

Authorship will be determined by the relevant research team. In general, the 'SNAP Trial group' may be acknowledged as a collaborator (with no further listing of individuals from the SNAP Trial group).

4.3.6 REVIEW MANUSCRIPTS AND EDITORIALS

Although these may involve members of the SNAP Trial group, these would typically be written by a specific group of individuals who would be listed as authors independent of the SNAP Trial group. The Global TSC is required does not need to formally approve or be involved in such publications.

In some circumstances it may be appropriate to include 'for the SNAP Trial group' or 'for the Microbiology Working Group of the SNAP Trial group' (as an example) in the author byline, if ≥10 authors from the SNAP Trial group were involved and / or the manuscript directly arose from a relevant working group or sub-study group.

4.3.7 META-ANALYSES

Where the SNAP Trial group initiates a meta-analysis that includes datasets from published (or soon to be published) SNAP Trial results:

The meta-analysis should be considered a sub-study.

The meta-analysis sub-study working group will recommend first and senior authors. If the meta-analysis sub-study working group decide to appoint joint first and / or senior authors, a

footnote will be included in the manuscript stating, *"these authors contributed equally to this work"*.

- The order of joint first and senior authors will be decided by consensus.
- Other authors will include members of the meta-analysis sub-study working group and 'for the SNAP Trial group'.

As the primary manuscript will have been (or soon to be) published, the other authors and collaborators from the relevant primary results manuscript, will be listed as collaborators for the meta-analysis manuscript.

Where external collaborators approach the SNAP Trial group to participate in a meta-analysis (*often involving individual or aggregated data from the SNAP trial*)

The key authors of the relevant primary results manuscripts (first, senior, up to seven others, and the statistician providing the dataset to collaborators, and 'for the SNAP Trial group') should be suggested as authors.

Authors and collaborators for the relevant primary results manuscript should be listed as collaborators.

The scientific community (including members of the SNAP Trial group) may use available published results for their own purposes as what is provided within the published manuscripts (and supplementary data) is considered in the public domain.

4.4 DATABASE OF AUTHORS AND COLLABORATORS

A central database of members within the *SNAP Trial Group* will be maintained by the Global TMG, with collaboration from the Regional TMGs. This central record will be circulated by the Global TMG for update every 12 months, or upon confirmation of a new manuscript for publication, whichever is later.

The Global TMG is responsible for ensuring all authors and collaborators are followed up for any outstanding details prior to manuscript submission. Each Regional TMG is responsible for ensuring all authors and collaborators within their region are followed up for any outstanding details prior to manuscript submission. All authors will be asked to confirm in writing that they have met all the ICJME criteria.

4.5 PROPOSED MANUSCRIPTS AND REVIEW

Most manuscripts will be pre-planned. The lead author(s) should propose to the Global TSC the likely manuscripts with suggestions for first, senior, equal, other authors, and collaborators.

- The Global TMG will keep a database of proposed manuscripts and authorship details, which will form an operational appendix to this document.
- The Global TSC will review these proposals and make recommendations in line with the principles in **Section 4.1** and **Section 4.2** prior to approval.

The listing of manuscripts will be updated as they progress, and the listing of manuscripts will be a standing agenda item for the Global TSC. Following drafting of all manuscripts, they must be submitted to the Global TSC for final review prior to submission to a journal.

Prior to submission for Global TSC review, the lead author(s) must ensure that:

- each co-author has reviewed and approved the presented version of the document,
- all authors are listed according to this policy, and
- that all contractual and collaborative obligations have been met

To submit a manuscript for Global TSC review, the lead author(s) should notify the SNAP Global TMG who will distribute the document it to the Global TSC and add it as an agenda item for a suitable upcoming meeting.

The Global TSC members will have 1 week to review the manuscript and provide feedback. A lack of a response will be taken to indicate that member has no concerns or issues with the manuscript. Members will be asked to indicate whether they feel there are any modifications that are absolutely necessary and whether the manuscript requires further review by the TSC. Manuscripts circulated will be tabled for the following Global TSC meeting.

The Global TSC chair (or delegate from the Global TMG) will collate and provide back to the lead author the reviews, including whether modifications are required for further review by the Global or Regional TSCs.

We encourage the use of online shared documents (e.g., Google documents) to facilitate parallel review of manuscripts and efficient version control.

5 ABSTRACTS

5.1 AUTHORSHIP CITATION

The following guidelines apply unless the conference at which the abstract will be presented has conflicting requirements (in which case issues can be resolved in discussion with the Global TSC).

In general, authorship and collaborator attributions will be similar to that discussed above in **Section 4.3** for manuscripts. However, given that abstracts for conferences may not allow large authorship lists and it may not be feasible to collect all author and collaborator details in a sufficiently timely fashion, we suggest:

For the Submitted Abstract

Where there are up to 10 authors in the writing committee, domain specific working group, other working groups, sub-study working groups, or equivalent, then these authors be listed and the byline should include 'for the *Staphylococcus aureus* Network Adaptive Platform (SNAP) Trial group'. If there are >10 authors, then the byline should either be 'Presenter (e.g., Jane Brown) for the SNAP Trial group' or 'The SNAP Trial group'.

For Oral Presentations

Those who qualify as authors and collaborators should be listed on one of the opening slides of the presentation (following the title and conflict of interest slides).

For Posters

A weblink with QR code can be provided linking to a page on the SNAP website for a list of the authors and collaborators.

5.2 REVIEW

All abstracts must be submitted to the Global TSC for review prior to submission to a conference.

Prior to submission for TSC review, the lead author must ensure that:

- each co-author has reviewed and approved the presented version of the document,
- all authors are cited according to this policy, and
- that all contractual obligations have been met

To submit the abstract for review, the lead author should email the document to the Global TMG who will distribute it to the TSC and add it as an agenda item for a suitable upcoming meeting.

The chair, with support from the Chief Investigators, will inform the lead author of the review results, including whether modifications are required for further review by the TSC.

The Global TSC members will have 1 week to review the abstract and provide feedback. A lack of a response will be taken to indicate that member has no concerns or issues with the abstract. Members will be asked to indicate whether they feel there are any modifications that are absolutely necessary and whether the abstract requires further review by the TSC. Abstracts circulated will be tabled for the following Global TSC meeting.

5.3 REPEAT PRESENTATIONS AND POSTERS

Dissemination of SNAP study data, both interim and final, is encouraged and it is acknowledged that local investigators may wish to repeat presentations at local conferences, seminars, or working groups.

The initial presentation of the protocol or interim and final results will be carried out by individuals nominated by the lead authors and relevant working groups and confirmed by the Global TSC.

Requests for repeat presentation should be notified to the Global TSC. Authorship citation should be consistent with **Section 4.2** but with a different presenting author. If the presenting author was not part of the original presenting team, approval must be sought from the original team. Slides from initial presentations (including those listing authors and collaborators) will be shared with nominated presenters. It will be requested that slides use the relevant SNAP PowerPoint template.

6 STUDENT PROJECTS, THESES AND PUBLICATIONS

We encourage research students to be broadly involved in SNAP.

Student supervisors should keep in mind issues of trial integrity (see Section 3 'Trial Integrity and Timing of Publications) when planning projects, access to trial data, analyses, and timing of publications. While theses can be embargoed, access to unblinded data will not be provided ahead of the publication of primary clinical trial results manuscripts.

Protocols and trial related appendices have already involved considerable work from various working groups and committees. Student projects directly arising out of existing work should involve the relevant committees and early discussions should be held among the parties involved to ensure fair and agreed to acknowledgment of contributions.

We anticipate that student projects will fall under the secondary (**4.3.3**), sub-study (**4.3.4**), and other (**4.3.5**) manuscript descriptions and should abide by the relevant policies.

7 AUTHORSHIP DISPUTES

The SNAP Study Group should treat all collaborators and contributors fairly and with respect.

Where a dispute arises, it is encouraged that collaborators and contributors attempt to resolve it through direct discussion amongst the individuals involved, and with consultation with the Global TSC, Regional TMGs, and Chief Investigators as required.

The Global TSC will settle any unresolved disputes regarding authorship, including naming of authors and order of authors in collaboration with the relevant working groups. The Global TSC may request the involvement of the global and regional trial sponsors in such discussions. The final decision from the Global TSC, made in consensus or by majority, will be final and binding.

8 COMPLIANCE WITH FUNDING TERMS

National Institute for Health and Research ("NIHR") is funding the UK arm of the SNAP Trial . Any research outputs that include data arising from the UK arm of the SNAP Trial must comply with NIHR's publication policies and must:

- be published on an open access basis and;
- appropriately acknowledge NIHR's funding and support by including NIHR's unique award identifier (**NIHR133719**) on all research outputs.

All members of the SNAP Trial must provide UCL with a copy of all research outputs containing data from the UK arm of the SNAP Trial for review at least seven (7) days prior to publication. If UCL requires any amendments to be made to the research outputs, the publishing member of the SNAP Trial shall make all amendments to the research outputs necessary to ensure compliance with NIHR's policies.

9 APPENDIX 1: RECORD OF CHANGES

VERSION NUMBER	DATE	SECTIONS AFFECTED	SUMMARY OF CHANGES	AUTHOR INITIALS
1.0	24 Nov 2022	-	-	ST
2.0	11 Jul 2023	2,3,4,5,6	Incorporation of additional guidelines regarding trial integrity and timing of publications, and clarification of manuscript types and their relationship to sub-study types.	ST
3.0	03 Nov 2023	2,3,8(new)	Updates to policy to be circulated to regional sponsors, timing of when trial results need to be made publicly available and to funders, section on compliance to funding terms	ST