

The submission of a full workshop paper to the journal of NMD will be treated as a report on an ENMC workshop, with the convenor[s] listed as corresponding author[s]. They will not be subjected to peer review and, after approval by the Editor, will be published in the next available issue of the journal. The workshop report should be concise and follow the agenda of the workshop – it has the nature of a workshop report, not of a review article (see also <https://www.nmd-journal.com/content/authorinfo>).

The length of a report will vary depending on the number of topics discussed. Workshop reports need to be succinct, focusing on the new information shared. The References should be confined to those directly relevant to the workshop and should follow the format indicated in the Guide to Authors for all submissions to Neuromuscular Disorders. Up to three tables, figures or photos may be included. **An abstract of up to 150 words must be included.**

## 1. TITLE

The basic format of the ENMC based workshop reports will include a **TITLE** reflecting the number of the ENMC workshop, the topic of the workshop, the date and the location.

*Example:*

263rd ENMC International Workshop: Focus on female carriers of dystrophinopathy: refining recommendations for prevention, diagnosis, surveillance, and treatment. Hoofddorp, The Netherlands, 13–15 May 2022  
[Anna Sarkozy](#)<sup>1</sup>, [Rosaline Quinlivan](#)<sup>2</sup>, [John P Bourke](#)<sup>3</sup>, [Alessandra Ferlini](#)<sup>4</sup>, [ENMC 263rd Workshop Study Group](#)

## 2. AUTHORSHIP

Only the workshop organisers, a maximum of four, will be the named individual authors of the workshop report (for early career participants, see below). There can also be a corporate (or collaborative) author. This could be the workshop participants, who are included in the author list on the first page with "on behalf of the ENMC XXXX Workshop Study Group" and listed individually at the end of the report. (see section AUTHORSHIP OF THE WORKSHOP PARTICIPANTS below).

The named individual authors will be included on the first page of the report, under the title, with a similar format to original papers in the journal. It is recommended that the leading workshop organiser signs as first author. A full but preferably brief address can be included for each author, and the corresponding author for proofs and reprints should also be indicated.

*Early career researchers (a maximum of three) will be listed as part of the Study Group and may be nominated by the workshop organisers and ENMC to become named individual co-author of an ENMC full report if significant contributions are made to the organization of the workshop and its reports. This should be approved by the Editor-in-Chief of Neuromuscular Disorders, upon submission by the organisers, along with the workshop report, of a letter introducing the early career participants and explaining their respective contributions beyond workshop participation.*

### **3. AUTHORSHIP OF THE WORKSHOP PARTICIPANTS**

The organisers are to make sure that the tasks of all workshop participants regarding the preparation of the meeting report will have been discussed before and prior to closing the workshop. Presenters will be asked to hand in a half a page (A4) describing the key elements of their talk and the subsequent discussion.

All workshop participants and/or study group should be listed under a separate subheading at the end of the report before the References. Include their name, affiliation in brief, city and country.

All workshop participants will be included in the "ENMC XXXX Workshop Study Group", so that they can be found in PubMed as co-authors of the workshop report. The workshop participants/report authors will be listed at the end of the report, with their institute, town and country. This list may also include any ENMC representative as appropriate with [ENMC] after their name.

Neuromuscular Disorders and PubMed accept authorship from the Study group. It is important to stress that this request is made upon submission to NMD (Elsevier) with Jane Miller informed as well, to make sure the Study Group is indeed correctly coded for authorships in the published manuscript. Tagging of the ENMC workshop participants need to be actioned on Science Direct.

### **4. ACKNOWLEDGEMENT**

Full acknowledgement will be given to ENMC and all its sponsoring organizations at the end of the report using the exact wording as provided by the ENMC office:

#### **Acknowledgements**

The workshops and next generation programme are made possible thanks to the financial support of the European Neuromuscular Centre (ENMC) and its Full Partners: Association Française contre les Myopathies (France), Deutsche Gesellschaft für Muskelkranke (Germany), Muscular Dystrophy Campaign (UK), Muskelsvindfonden (Denmark), Prinses Beatrix Spierfonds (The Netherlands), Schweizerische Stiftung für die Erforschung der Muskelkrankheiten (Switzerland), Spierziekten Nederland (The Netherlands), Telethon Foundation (Italy). In addition, we would like to thank the Associated Partners: Finnish Neuromuscular Association (Finland), Österreichische Muskelforschung (Austria), SMA Europe, World Duchenne Organisation and World Muscle Society (WMS), and the

members of the ENMC Company Forum: Amicus Therapeutics, Astellas, Biogen, Ionis Pharmaceuticals, Lupin Neuroscience, Novartis, Revvity, Roche, Sanofi and Santhera.

## 5. SUBMISSION PROCESS

- a) The ENMC office will have to give final approval on the full report and will check the acknowledgements for correctness.
- b) The report can then be sent to Jane Miller, Editorial Office (jane.miller@ucl.ac.uk), who will do a preview.
- c) Organisers need to indicate and justify in a letter to the Editor-in-Chief (via Jane Miller) if they wish for up to three early career researchers, if applicable, and a Study Group to be included in the authorship.
- d) Then the organisers are requested to submit the manuscript to portal Elsevier for publication in Neuromuscular Disorders.

## 6. PEER-REVIEW

As in the past, these reports will not be subjected to any peer review and it will be assumed that the content has the approval of all participants of the workshop. Once approved by the editor, the report will be given priority publication in the next available issue of the journal.

## 7. ACCESSIBILITY

Every ENMC workshop report (in PDF) is freely accessible as agreed upon with NMD in the past. In case the PDF cannot be opened after publication please notify Jane Miller who can contact the right people at Elsevier.

**8. KEYWORDS** can be provided for reference.

**9. TIMELINES** to be followed are (at the latest):

**3 weeks after the workshop:** all presenters hand in synopsis of their presentations (approximately ½ A4 page) to the organisers.

**Within 10 weeks after the workshop:** organisers prepare draft full report if feasible in close collaboration with Early-career researchers and patients (patient representatives), who attended the meeting.

**10 weeks after the workshop:** organisers send draft report to all participants, and all participants should review the draft report and send comments to the organiser(s).

**12 weeks after the workshop:** organisers collect all comments from participants and rewrite report.

**16 weeks after the workshop:** send final report to participants, last chance of input.

**19 weeks after the workshop:** send final report to [enmc@enmc.org](mailto:enmc@enmc.org) for final check, and verify the acknowledgements

**20 weeks after the workshop:** send approved full report to Jane Miller from NMD ([jane.miller@ucl.ac.uk](mailto:jane.miller@ucl.ac.uk)) with the specific requests mentioned above.

**21 weeks after the workshop:** organisers submit the full report and including figures, tables, key words, references etc.in the NMD portal  
<https://www.editorialmanager.com/nmd/default2.aspx>

Example of an ENMC workshop report:

271st ENMC international workshop: Towards a unifying effort to fight Kennedy's disease. 20–22 October 2023, Hoofddorp, Netherlands

[M Pennuto](#)<sup>1</sup>, [P F Pradat](#)<sup>2</sup>, [G Sorarù](#)<sup>3</sup>, [L Greensmith](#)<sup>4</sup>; [KD Consortium](#)

<https://doi.org/10.1016/j.nmd.2024.03.003>

#### Contact details for submission

Authors may send queries concerning the submission process, manuscript status or journal procedures to the NMD Editorial Office ([jane.miller@ucl.ac.uk](mailto:jane.miller@ucl.ac.uk)) or to [enmc@enmc.org](mailto:enmc@enmc.org).