



Instructions for Uploading Your Draft Manuscript

Step 1:

Go to
<https://sites.csc.unc.edu/hchs/>
and log in with username and
password

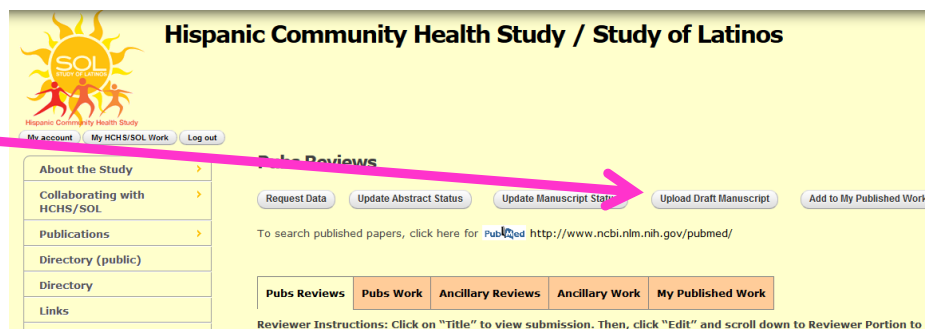
Step 2:

Click on My HCHS/SOL Work



Step 3:

Click on "Upload Draft Manuscript"



Step 4:

Fill in the information for your Manuscript

Include your working title, which might be different from the original proposal

Highlight your original MS number and title. If not listed use "Additional notes for consideration" text field and give detailed info.

Indicate if the website list of co-authors matches your own

If your Co-Author is **not** correctly listed on the study website, share the update here (see example)

Upload your manuscript and subsidiary documents (graphs, charts, ect.) here

Submission for Pubs Cmte Review

Draft Title *
Upload of Draft MS for Publications Committee Review Submission Form Fields

Lead Author

☐ As lead author, by completing this submission/upload acknowledge that my co-authors have contri and signed-off on *

Manuscript
Select original approved MS# and title of the submission from drop down.
0023 - Development and validation of a gender specific prediction equation for obstruct...
0024 - Normal Glycemic Status, Impaired Fasting Glucose, Impaired Glucose Tolerance and...
0024B - Identifying Diabetes Mellitus among Hispanics/Latinos from Diverse Heritage Grou...
0025 - Glycemic Control, Use of Medications and Herbal Supplements, and Access to and U...

Should the Study track this paper as being led by an Early Career Investigator? ☐ N/A ☐ NO ☐ YES

The list of co-authors on website matches the draft paper? ☐ N/A ☐ NO ☐ YES

The website list of co-authors needs corrections? ☐ N/A ☐ NO ☐ YES

Specific co-author corrections (subject to Pubs Committee approval) are

Additional notes for consideration
E.G. If the paper does not require data verification please specify the statistician and whether they are certified by HCHS/SOL

Attach MS word and pdf versions

Add a new file
 No file chosen
Files must be less than 512 MB.
Allowed file types: doc docx xls xlsx ppt pptx pdf bmp gif jpeg jpg png tif txt.

Step 5:

Finish submitting your manuscript by clicking here

Incomplete submissions will not be acted on.

Please be sure to complete the entire form.

Suggestions on how to make this document better? Email hchsadministration@unc.edu!