



Proposal Submission

Directions to submit a proposal for a Manuscript or Presentation/Abstract on the SPIROMICS website

I. Submitting a proposal via the SPIROMICS website

1. Navigate to the study website
 - a. <http://www2.csc.unc.edu/spiromics/>
2. Log in with your username and password (case-sensitive and multiple wrong entries will cause temp lock-out of website).

SPIROMICS Subpopulations and intermediate outcome measures in COPD study

Subpopulations and intermediate outcome measures in COPD study (SPIROMICS) supports the prospective collection and analysis of phenotypic, biomarker, genetic, genomic, and clinical data from subjects with COPD for the purpose of identifying subpopulations and intermediate outcome measures. It is funded by the National Heart, Lung, and Blood Institute and is coordinated by the University of North Carolina at Chapel Hill.

Research subjects for SPIROMICS will be enrolled, phenotyped, and followed at six SPIROMICS Clinical Centers (in Winston-Salem, NC; Ann Arbor, MI; San Francisco, CA; Los Angeles, CA; New York City, NY; and Salt Lake City, UT). Molecular fingerprinting and extensive subject phenotyping will be performed to identify disease subpopulations and to identify and validate surrogate markers of disease severity which will be useful as intermediate outcome measures for future clinical trials. Secondary aims are to clarify the natural history of COPD, to develop bioinformatic resources that will enable the utilization and sharing of data in studies of COPD and related diseases, and to create a collection of clinical, biomarker, radiographic, and genetic data that can be used by external investigators for other studies of COPD.

User login

Username *

Password *

Collaborative Studies Coordinating Center Department of Biostatistics
Gillings School of Global Public Health University of North Carolina at Chapel Hill
137 E. Franklin Street Suite #203 Chapel Hill, NC 27514-4145
Contact the Webmaster

3. Hold the mouse over the “Publications” menu to expand the tabs.

SPIROMICS Subpopulations and intermediate out

My account My SPIROMICS Work Log out

Publications Submit Proposal for an Abstract or Presentation

Directory Submit Proposal for Manuscript or Publication

Calendar Reports


Site Listing Publications Hub (past version)

Sitemap Policies and Forms

Contact the GIC (Coord. Ctr.)

Collaborative Studies Coordinating Center Department of Biostatistics
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Contact the Webmaster

- Select the appropriate button. Advance to section A or B below accordingly.




SPIROMICS Subpopulations and intermediate outcome m

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About the Study	Subpopulations and intermediate outcome measures in COPD study (SPIROMICS) of phenotypic, biomarker, genetic, genomic, and clinical data from subjects with subpopulations and intermediate outcome measures. It is funded by the National Institutes of Health and coordinated by the University of North Carolina at Chapel Hill.
Study Organization	
Obtaining SPIROMICS Data	Research subjects for SPIROMICS will be enrolled, phenotyped, and followed at NC; Ann Arbor, MI; San Francisco, CA; Los Angeles, CA; New York City, NY; an extensive subject phenotyping will be performed to identify disease subpopulations of disease severity which will be useful as intermediate outcome measures for the natural history of COPD, to develop bioinformatic resources that will enable COPD and related diseases, and to create a collection of clinical, biomarker, and genomic data.
Study Documents	
Ancillary Studies	
Publications	Submit Proposal for an Abstract or Presentation A
Directory	Submit Proposal for Manuscript or Publication B
Calendar	Reports
Site Listing	Publications Hub (past version)
Sitemap	Policies and Forms
Contact the GIC (Coord.Ctr.)	

A. Submitting an Abstract or Presentation (done usually after an approved manuscript proposal)

- Enter information into all relevant fields.



SPIROMICS Subpopulations and intermediate outcome measures in COPD study

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Create Abstract / Presentation Proposal

Submit an Abstract / Presentation Proposal for Approval.
 IF ABSTRACT/PRESENTATION IS RELATED TO AN APPROVED MANUSCRIPT, NUMBER IS REQUIRED TO BE LISTED IN TITLE FIELD, FIRST BEFORE TITLE
 E.G. #1 The Subpopulations and intermediate outcome measures in COPD study: Design and Objectives

Manuscript number followed by Full Title - e.g. #1 <Your Title>

This abstract/presentation is derived from manuscript
 None *

Abbreviated Title
 Manuscript number followed by Brief Title, sending study name

Keywords

Meeting
 For presentations provide additional information (e.g. World BP Congress, San Francisco, California)

Meeting Date

 E.g., 09/26/2013

First Author

 (E.g. William Henry Gates.) [NOTE: Investigators can be lead author on no more than 3 papers in progress. After Public Center approves manuscript(s) for submission, additional principal submissions can be submitted.]

List name(s) of Sponsoring PI and Ancillary PI to indicate they have reviewed and approve of this submission
 [NOTE: If using Ancillary Study data, the ACP PI must also be listed as Sponsoring PI.]

Co-Authors

- When the form is complete, save the proposal using the “Submit” button at the bottom of the form. Use the “Preview” button to review the proposal before submission.

Presentation / Poster

Add a new file
 No file chosen

Files must be less than 512 MB.
 Allowed file types: doc docx xls xlsx ppt pptx pdf swf vid.

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 Contact the Webmaster

B. Submitting a Manuscript or Publication

5. Enter information into all relevant fields.

SPIROMICS Subpopulations and intermediate outcome measures in COPD study

My account My SPIROMICS Work **Create Proposal**

Submit a **MANUSCRIPT PROPOSAL** for Approval. Before completing this form please click here.

An autocomplete, or word completion, field has a "Ⓞ" at the right. This means it features a utility which predicts the content of the field as a user is typing. Users can typically use the "Tab" key to select a suggestion or the "Down Arrow" key to select one of many suggestions from a list. Be sure to check the content of these fields after selection.

Full Title *
The full title should be a descriptive title that clearly states the intentions and purpose of the submission. It also must include the study's full name (SPIROMICS).

Abbreviated Title *
(Used study name & keep brief) NOTE: This field has a 40 character limit.

Keywords
The keywords should include some of the topics related to the study separated by commas.

Proposer
(Last Name, Middle Name or Initial, First Name) (e.g. William Henry Gates.) NOTE: Investigators can be lead author on no more than 3 papers in progress. After Public Committee approves manuscript(s) for submission, additional proposal submission(s) can be considered.

The proposer should be the person submitting the proposal.

Lead Author
Please enter first 5 -7 letters of last name and wait, a list of database name(s) will appear, select name with cursor highlighting correct name, press enter key. After selection is made the name will appear in field with a number in parenthesis afterwards (e.g. Betsy Carretta (###)).

Lead Author (please add if not found in the field above)
(Last Name, First Initial+Last Initial) (e.g. Gates, WH)

Affiliation
None
The affiliation should be the center or organization that the proposer is from.

Sponsoring PI
(All members of Sponsoring PI and Auxiliary PI to indicate they have reviewed and approve of this submission.)

6. Certain fields have an “autocomplete” feature indicated by a circle on the right. Users can select names from a list after typing the first few letters in a field.

Lead Author
Please enter first 5 -7 letters of last name and wait, a list of database name(s) will appear, select name with cursor highlighting correct name, press enter key. After selection is made the name will appear in field with a number in parenthesis afterwards (e.g. Betsy Carretta (###)).

Bets
Betsy Carretta (carretta) (carretta)
Lead Author (please add if not found in the field above)

7. Click the “Choose File” button to attach a table or figure to the proposal. After the document is selected, click the “Upload” button to submit the file.

Attachments
NOTE: Attachments may include tables, figures, or table shells. Do not attach a copy of your proposal here. Proposal text must be included in the appropriate boxes on this form.

Add a new file

Choose File No file chosen Upload
Files must be less than 512 MB

Allowed file types: pdf doc docx xls xlsx txt.

8. When the form is complete, save the proposal using the “Submit” button at the bottom of the form. Use the “Preview” button to review the proposal before submission.

NOTE: Manuscript preparation is expected to be completed in one to three years.
If timely progress is not being made, the study may replace the lead authors or the manuscript proposal will expire.

Proposal File

Add a new file

Choose File No file chosen Upload
Files must be less than 512 MB.
Allowed file types: pdf doc docx xls xlsx ppt pptx txt.

Submit Preview

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Contact the Webmaster

NOTE: When a proposal has been submitted to the system it is considered eligible for Publications Committee review. Please do not submit proposals that are incomplete or that require further editing.

Proposal Revision

Directions to revise a proposal on the study website

A proposal may have a revision requested during a review. If that is the case, the submitter must log on to the study website and revise the submission according to the comments.

Affiliated Investigators contact spiromics@unc.edu to make revisions.

Study Members and Investigators (with permission to Study Members Area)

Logging on to the study website

1. Navigate to the study website
 - a. <http://www2.csc.unc.edu/spiromics/>
2. Click the “My SPIROMICS Work” button in the top left corner after logging in.

SPIROMICS Subpopulations and intermediate outcome measures in COPD study

My account My SPIROMICS Work Log out

About the Study Subpopulations and intermediate outcome measures in COPD study (SPIROMICS) supports the prospective collection and of phenotypic, biomarker, genetic, genomic, and clinical data from subjects with COPD for the purpose of identifying subpopulations and intermediate outcome measures. It is funded by the National Heart, Lung, and Blood Institute and is coordinated by the University of North Carolina at Chapel Hill.

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Study Documents

Revising the submission

1. Select the Proposal you want to revise from the table. Approved proposals will not be listed here. Contact spiromics@unc.edu if you need to make revisions.

SPIROMICS Subpopulations and intermediate outcome measures in COPD study

My account My SPIROMICS Work Log out

Proposals

Name	Title	Status
SPIROMICS User (spiruser)	Testing Proposal Creation in SPIROMICS	Placeholder

Upload Draft Manuscript

To search published papers, click here for PubMed <http://www.ncbi.nlm.nih.gov/pubmed/>

2. Click on the Edit tab.

SPIROMICS Subpopulations and intermediate outcome measures in COPD study

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Edit Proposal Testing Proposal Creation in SPIROMICS

View Edit

Submit a **MANUSCRIPT PROPOSAL** for Approval. Before completing this form please [click here](#).

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Full Title *

Testing Proposal Creation in SPIROMICS

The full title should be a descriptive title that clearly states the intentions and purpose of the submission. It also must include the study's full name (SPIROMICS).

3. Edit any of the relevant fields that need changing or clarification.

4. Upload your cover memo stating any revisions and responses to reviewers comments in the “Attachments” field.

Attachments

NOTE: Attachments may include tables, figures, or table shells. Do not attach a copy of your proposal here. Proposal text must be included in the appropriate boxes on this form.

Add a new file

No file chosen

Files must be less than 512 MB.
Allowed file types: pdf doc docx xls xlsx txt.

5. After updating the proposal, click the “Submit” button at the bottom of the form to save.