Assess and select conferences

Factors for patient advocates to consider

- Is our target audience likely to attend?

- Does the conference involve patients (eg, on the organising committee, as faculty; does it have a dedicated patient track)?

- Is the conference likely to be interested in our abstract?

- What is the abstract acceptance rate?

- Can we meet the conference timelines (abstract deadline, presentation date)?

- Do we have the budget to attend (registration fee; travel costs if not virtual) or is there a discount for patients advocates (if not clear, then ask)?

- Does the conference allow for 'encore' submissions (eg, submitting and presenting research that may have been presented at a previous conference to a different type of audience)?

- Have people you admire and who work in your area of research presented at this conference?

- What presentation formats are offered?

- What is the main language of the conference?

- Is the conference aligned with an important and relevant society that we want to engage with or support?

- Are there other features of the conference that could be useful to us (eg, exhibitors, satellite meetings of interest, facilitated networking events)?

- Does the conference encourage the use of reporting guidelines for abstracts?

- How does the conference share information (eg, publishes the abstracts, allows you to share your poster/slides after the conference, attracts mainstream media attention, drives a strong social media presence, encourages and provides free access to plain language summaries of conference abstracts)?

Assess and select journals

Factors for patient advocates to consider

- Does the journal involve patients (eg, on the editorial board, as peer-reviewers; does it explicitly encourage patient authorship)?

- Is our target audience likely to read articles in this journal?

- Is the journal likely to be interested in our submission?

- Do we have the budget to publish in this journal (eg, article processing charge to enable open access)?

- What is the journal's reputation (eg, based on traditional metrics such as the journal impact factor and ranking and on newer/alternative 'altmetrics' such as the attention and reach of articles published by that journal)?

- What are the timelines for the first decision (reject or send to peer-review), peer-review, and publication (acceptance to print)?

- How frequently does the journal publish (eg, ongoing, weekly, monthly, quarterly)?

- What article types are offered?

- Have people whom you admire, who work in your area of research, or who your patient organisation works with published in this journal or sit on the editorial board?

- What is the publication acceptance rate?

- Are preprints allowed?

- Does the journal encourage the use of reporting guidelines for publications?

- How does the journal share information (eg, open access to full articles, attracts mainstream media attention, drives a strong social media presence, encourages and provides free access to plain language summaries of publications)?

- Are there other features of the journal that could be useful to us (eg, innovative publishing options, global reach through affiliated journals, free access for patients and the public)?

- Is the journal aligned with an important and relevant society that we want to engage with or support?

- What is the language of the journal?