

Accepted manuscripts and galley proofs



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What does it mean to be published? When print was the only way to read a journal, it was a pretty straightforward term, but with the advent of online publishing came different stages and forms of publication.

In the days of print, galley proofs (named after the long metal trays called galleys that were used for typesetting) were used for this manual process. A small number of copies would be hand-printed for proofreading before final publication; thus, the designation of proofs. In digital publishing, an *uncorrected proof* is a version of a manuscript that has been accepted for publication but is still in need of copyediting; final review; and approval by the author, editor, and publisher. *Corrected proofs* and image *scatter proofs* are helpful for review of image color, clarity, and placement, as well as for formatting. In the *corrected proof* stage, the article has been typeset and the content of the article will remain largely unchanged. At this stage major corrections increase the cost of production and delay publication. In journals, *final proofs* are typically reserved for articles that required a significant number of changes to the uncorrected and corrected proofs. The revised article is sent back to the authors and editor for a final review before production.

In book publishing, uncorrected advance reading copies have long been distributed to reviewers and libraries before publication. They have typically been bound in plain paper and often stamped with

the words *uncorrected proof*. For most article types, the *JAAD* and many other journals now post uncorrected, nonformatted digital versions online within 1 week of acceptance. They are clearly identified by a watermark and are replaced online with the final version following incorporation of any corrections received from the authors, editor, or publisher.

This practice has gained widespread use among scientific journals, as it allows early dissemination of important knowledge, but it is expected that the authors, editor, publisher, and early readers will identify some errors or statements in need of clarification. This allows time for authors to respond to any concerns raised before the final article appears in print and is archived—an improvement from the old days, when an error would remain in the printed article forever and a correction would have to be published in a subsequent print issue of the journal. When potentially serious errors are identified in an uncorrected proof, the uncorrected proof may be removed from the website until the authors have a chance to respond. Although early posting of manuscripts shortly after acceptance is relatively new to medical journals, it has already been adopted by more than 1500 journals and the overall response from authors and readers has been positive. Readers can now have earlier access to breakthroughs in research and greater faith in the printed and archived versions of each article.

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