

Check list before you show your manuscript to your supervisor

Fumie Costen

Abstract

This document explains how to write technical writing and how to present technical materials.

Index Terms

technical writing

I. CONTENT OF BSC/MSC/PHD THESIS

- 1) Clearly state which parts of the code were given to you and which part was of your writing as part of the project.
- 2) Present a clear and extensive critical data analysis to show
 - you have done sufficient work
 - you understand what you are doing
- 3) Place your work correctly in context of the published work
- 4) Produce a very strong conclusion honestly relating to what you have found, comparing with the aims and objectives.

II. RESEARCH JOURNAL PAPER PREPARATION

- 1) The structure of the journal paper is
 - a) Title [important]
 - be as short as possible
 - SHOULD NOT summarize the paper
 - b) Abstract [important]
 - be as short as possible
 - accessible to non-specialist
 - surprise the readers
 - encapsulate the essence of the paper
 - mention the reason why the paper is important to the world
 - Try to use the phrase such as "This is the first xxx,..."
 - c) Introduction [important]
 - what is done
 - what is needed for what
 - what is not done yet
 - what is the research contribution of the paper(originality)
 - mention the reason why the paper is important to the world(significance)
 - Try to use the phrase such as "This is the first xxx,..."
 - d) Your theory with any additional mathematical proof in the appendix (rigorous)
 - e) Canonical test
 - i) aim of the simulations
 - ii) simulation setting

- iii) expectation of the simulation results
- iv) results and the analysis
- f) Practical application
 - i) aim of the simulations
 - ii) simulation setting
 - iii) expectation of the simulation results
 - iv) results and the analysis
 - v) discussion on elapsed time and memory
- g) Conclusion [important]
 - stress your research contribution
 - report only excellent findings
 - omit findings which are not directly related but very good
 - stress the impact of the paper to the world

2) Answer the following questions

- a) Is your manuscript a new and original research contribution ?
- b) After removing the previously published material from your manuscript, how much of the new material left is worthy of publication ?
- c) Are all the related previous works by you and others referenced ?
- d) How significant is your manuscript ?
- e) How rigour is your manuscript ? Does your manuscript defend all the statements presented in the manuscript ?

3) Attract readers with the title of your report.

4) Make the structure of your report crystal clear.

5) Use as figures and tables as much as possible to support understanding of readers.

6) Produce the logical and accurate sentences (not spoken English).

7) Use pithy sentences (Do not use ten words when five will convey the same meaning)

8) Conclude your report with concise statements.

9) Aim for the full journal paper in IEEE

10) Address a clear research question of interest to the community → Where did you put your research question?

11) Deliver the answer → Where is your answer ?

12) Give a reason why your paper should be cited → Where is your reason ?

13) Target the wider audience beyond the research community

14) Present your core findings clearly and immediately (expressible as simple one-line statements) → Where are your findings ?

15) Make the title and opening and closing statements very attractive

16) Produce figures which communicate a clear message

17) Make the mathematical analysis convincing

18) Supply some data which can be used by the audience for their future work

19) Place raw data which are used to produce figures by the following steps:

- a) Create an account in www.mendeley.com
- b) Sign in
- c) Click Datasets at the top of the webpage.
- d) Click the button Create a Dataset.
- e) Upload your data and your DOI is shown on the right side of the webpage.
- f) After uploading your data, click the button Publish at the bottom of the webpage.

and put a sentence of " Additional research data supporting this publication are available from <http://dx.doi.org/> repository at DOI number. " just after the sentence of " Color versions of the figures in this paper are available online at <http://ieeexplore.ieee.org>."

- 20) Ask Fumie to upload the final version(at the time of acceptance, not after published) to Open Access Gateway at <https://www.library.manchester.ac.uk/using-the-library/staff/research/open-research/access/gateway/>

Grading of outputs

Questions

1. Does the paper address a clear research question of interest to the community? 1.0
2. Does it deliver the answer? 1.0
3. Is there a reason for the work to be cited? 1.0
4. Is the work of interest beyond the specific research community? 2.0
5. Is the presentation professional? 2.0
 - a. Are the **core findings** clear and immediate (e.g. expressible as simple one-line statements)?
 - b. Are the **title and opening and closing statements** likely to engage the reader (and non-specialist)?
 - c. Do the **figures** communicate a clear message?
 - d. Is the statistical or mathematical **analysis** convincing?
 - e. Have the results been **validated** thoroughly (on real data or a real system)?
6. Is the paper published in a leading journal with correspondingly high refereeing standards (at least in top quartile of its field or a member of the same set used by leading competitor institutions)? 1.0
7. If the year of publication was 2013 (or earlier), are its *citations in the top 1%, 10%, etc.* for that year (or earlier) and that research field? 1.0
8. Has it received an award or prize or other mark of distinction? 1.0
9. Has it led to significant grant funding from RCUK or industry? 1.0
10. Is there any software or data linked to the paper that readers will use? 1.0

0	1	2	3	4	5	6	7	8	9	10	11	12
0	1-	1	1+	2-	2	2+	3-	3	3+	4-	4	4+

D.Foster

III. PRESENTATION SKILLS

Presentation is the activity to give(present) the audience your knowledge as a gift, not to speak about your idea which is speech.

- 1) Attract the audience at the first page of the slide by showing the aim and the outline of the talk
- 2) Keep your eye contact with the audience confidently
- 3) Use main and second title on each slide
- 4) Have your smile to make the mood relaxed
- 5) Slow down your talk so that the audience have time to guess what happens next
- 6) Make your conclusion concise

IV. CHECK LIST BEFORE THE SUBMISSION OF YOUR MANUSCRIPT

- 1) Please use the spelling checker (`ispell` under Linux/Unix).
- 2) Do not use *italic fonts* as a text.
The *italic fonts* should be used for the variables. Variable in the vector or Matrix form should be ***bold italic*** such as ***D***.
- 3) If you are trying to mention the algorithm, you have to put 'the' and 'method' such as 'the FDTD method'. FDTD should not stand alone.

- 4) The spatial and temporal information is written as $E_z^n(i,j,k)$, not any other form such as $E_z^n|_{i,j,k}$. For Latex user, please use the file `command.tex` in `confjournalsample` directory.
- 5) Your manuscript should be consistent in the presentation of the nature of variables from the beginning till the end, *i.e.*, real value or integer. If your manuscript stick to the integers then $H_z^n(i+\frac{1}{2},j,k)$, for example, should not exist. If you stick to the real values, then $H_z^n(i,j,k)$ should not physically mean $H_z^n(i+\frac{1}{2},j,k)$. This also applies to the figures.
- 6) All the subscripts which do not have any variables such as 'scat', 'inc' should be typed as roman, not in italic. The subscripts should be as short as possible.
- 7) Follow the way the majority do in your research area. Do not invent something new which already exists in the conventional way.
- 8) All the variables have to be in the \LaTeX command.
- 9) When you present an equation, the equation number should not be floating in your report.

- Good example

When a medium is homogeneous, the material dependent permittivity ϵ and the electric flux density D and the electric field E satisfy

$$D = \epsilon E \quad (1)$$

1 means ...

- Bad example

When a medium is homogeneous, the material dependent permittivity ϵ and the electric flux density D and the electric field E satisfy 2

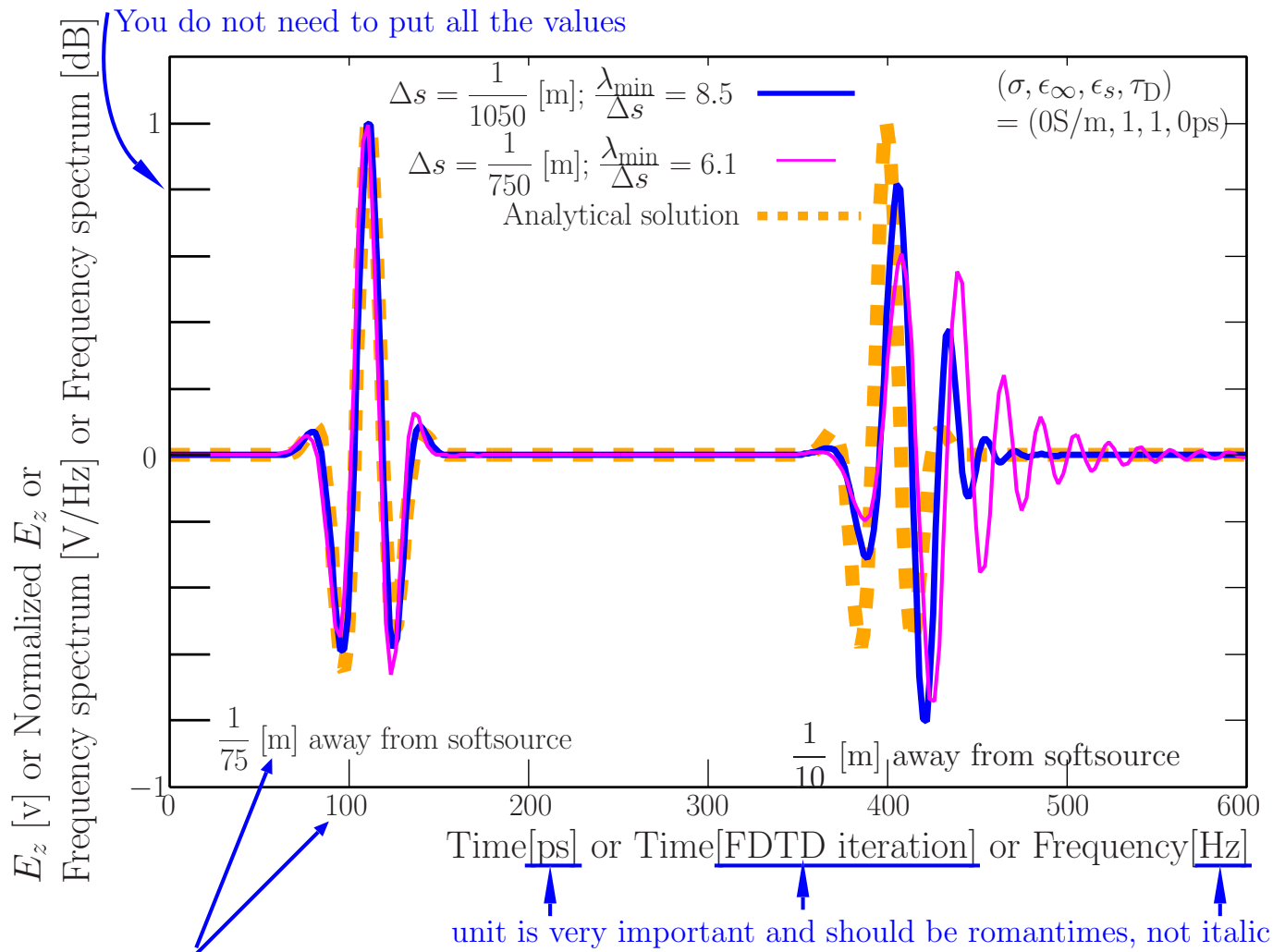
$$D = \epsilon E \quad (2)$$

This means ...

- 10) When a paper is referred, you can safely say: [1] proposes Perfect Matching Layer Absorbing Boundary Condition. You never need to put the name of the author of the work such as: Bérenger [1] proposes Perfect Matching Layer Absorbing Boundary Condition. Being concise is very important.
- 11) The bib file for the reference should have always the style of


```
author = {Costen, F. and Garcia, S. and B\`erenger, J.-P. }
```

 which is the form of "Surname1, Initial1. and Surname2, Initial2. and Surname3, Initial3." so that the reference is always presented in the form of "Initial1_ Surname1, Initial2_ Surname2, and Initial3_ Surname3" in the report. Non- \LaTeX users should make sure that the reference should be presented in this manner consistently. Do not use "et al" to introduce authors.
- 12) Identical reference should not have multiple reference numbers.
- 13) Wikipedia should not be used as a reference.
- 14) Did you define all the variables and symbols such as "*" and "⊗" at their first appearing point ? There is no default definition for * mathematically.
- 15) A variable or mathematical expression should not have been used for more than one meaning.
- 16) Do not put $_$ at the end of section titles.
- 17) Do not produce strange empty spaces by putting `\\` or `\clearpage` or an empty line. Let the \LaTeX compiler to format your report. Non- \LaTeX users should make sure that there is no empty space in the middle of a chapter or a section and each line should have a constant length.
- 18) Did you spell out all the acronyms at their first appearing point ? Once you define the acronym, do not spell out again later on.
- 19) In our research area, the most important things are accuracy, stability, memory usage and CPU usage. Your paper always have to mention these aspects.
- 20) Be specific. No word should have any possibility to have more than one meaning as you are not writing an essay/drama !
 - a) matrix \rightarrow sparse ? dense ? tridiagonal ? ..?



The size of the text in figures should be the same as the one in the main text.

Fig. 1. Example of a figure

- 21) Do not use 'I', 'my', 'me'.
- 22) Follow the way Fig. 1 presents when you produce figures.
- 23) All the figures are supposed to be referred in the main text. There should not be any figures which stand alone from the main text.
- 24) Avoid to produce identical style of figures. Ideally each figure has different style of data presentation.
- 25) Each numerical simulation should have its own aim. You have to explain the aim. Why do you do this test ? What is the expectation from the experiment under which assumption ?
- 26) If you have more than one numerical experiment, then you have to explain the relationship between those experiments
- 27) You need to explain the understanding from the result of the experiment, not just the fact (=what you saw in figure)
- 28) The production of the reference signal and analytical solution is not the numerical simulation.
- 29) Please make sure you used the standard way to shorten the journal name.
- 30) When you copy any work from anywhere, put the copied text into quotation marks and attach the reference number.

V. ENGLISH LANGUAGE

- 1) Sensuous words such as 'strong', 'weak', 'good', 'bad', 'near', 'short', 'long', 'minor' etc should come with the definition.
- 2) When you use the word 'better', 'relatively', 'considerably', you have to mention that it is better THAN WHAT, it is good relatively (relative to WHAT ?), it is considerably better THAN WHAT.
- 3) 'a little larger' < 'somewhat larger' < 'rather larger' < 'considerably larger' < 'a good deal larger' < 'very much larger'
- 4) 'fairly large' < 'quite large' < 'rather large' < 'very large'
- 5) Avoid too strong words such as 'in general', 'always', if you are not 100 % sure.
- 6) Each sentence should have less than 15 ~ 20 words; If it is long, split it into two or three using a full stop "." or semi-colon ";".
- 7) There should not be any ambiguity; each sentence should be explicit and precise and accurate. Avoid the word such as "it", "that", "this", "those", "these", "above", "below".
- 8) Avoid "actually", "very", "really", "currently", "without doubt", "due to the fact that", "have a tendency to", "the reason for", "in light of the fact that", "this is why", "in reference to", "with regard to", "in a situation in which", "under circumstances in which", "it is of interest to note", "a considerable number of", "it is doubtful that", "the equation as to whether".
- 9) Avoid passive verb forms and try to use "We.." instead.
- 10) Do not finish a sentence using the phrase such as "as was suggested by Brown" because this causes some ambiguity.
- 11) The word 'any' can never directly precede a negative (*i.e.*, *not*).
- 12) "It is thought/believed/noted/regarded/desired/emphasized/hoped that A is B" means everybody in this research field thinks/believes/notes/regards/ desires/hopes that A is B. But if 'A is B' is your own opinion, please put "It may be thought/believed/noted/regarded/desired/emphasized/hoped that A is B".
- 13) Please avoid the word "concrete" and "viewpoint".
- 14) Please try to follow the good examples:

bad example	good example
We had better	It is best to
X and Y are equal to each other	X and Y are equal
will be able to be replaced	can be replaced
may have a possibility to	can
suggests us that	suggests that
expressions/formulae of f	expressions/formulae for f
construct A with B	construct A from B
associate A to B	associate A with B
the concerned baryon	the baryon concerned
\sum_p is a summation of p	\sum_p is a summation over p
pick up	select /isolate
operating $\frac{\partial}{\partial x}$ on E	operating with $\frac{\partial}{\partial x}$ on E

- 15) Do not start sentences with 'And', 'But', 'Then', 'Especially', 'Based on' and 'So'.

bad example	good example
And	Moreover, Further
But	However, Nevertheless
So	Therefore, Hence
Then	Therefore
Especially	In particular
Based on	On the basis of

- 16) Do not end sentences with 'too' or 'however'.
- 17) In order to stress the smallness of the number involved, use 'a few'. In order to stress the largeness, use 'several'.
- 18) Try to use different words as much as possible

Addition	additionally, furthermore, in addition, moreover, besides, similarly
Cause/Reason	as a result of, because (used in mid-sentence)
Comparison	compared with, in the same way, in comparison with, likewise
Contrast	although, by/in contrast, conversely, despite, however, nevertheless, yet, despite that, instead, nonetheless, on the other hand,
Effect/Result	as a result, hence, therefore, thus, accordingly, consequently
Exemplification	for example, for instance, particularly, such as, thus, as an illustration, exemplifying this
Reformulation	in other words, rather, to paraphrase, alternatively, that is
Summary	finally, hence, at last, before, eventually, subsequently, in conclusion, in summary, to conclude, to recap, to summarise
Time sequence	after, at first, at last, eventually, subsequently
Transition	as far as, is concerned, as for, to turn to
Refining	effectively, in essence, more precisely, more specifically, to make this explicit

VI. AI IN MEDICAL IMAGING

If you deal with the application of AI to medical images then please check the table on the second page of the following article

Checklist for Artificial Intelligence in Medical Imaging (CLAIM): A Guide for Authors and Reviewers

John Mongan, MD, PhD • Linda Moy, MD • Charles E. Kahn, Jr, MD, MS

From the Department of Radiology and Biomedical Imaging, University of California—San Francisco, San Francisco, Calif (J.M.); Department of Radiology and Center for Advanced Imaging Innovation and Research, New York University School of Medicine, New York, NY (L.M.); and Department of Radiology, University of Pennsylvania, 3400 Spruce St, 1 Silverstein, Philadelphia, PA 19104 (C.E.K.). Received March 4, 2020; revision requested March 5; accepted March 5. **Address correspondence to** C.E.K. (e-mail: ckahn@rsna.org).

Conflicts of interest are listed at the end of this article.

Radiology: Artificial Intelligence 2020; 2(2):e200029 • <https://doi.org/10.1148/ryai.2020200029> • Content codes: **IN AI** • ©RSNA, 2020

The advent of deep neural networks as a new artificial intelligence (AI) technique has engendered a large number of medical applications, particularly in medical imaging. Such applications of AI must remain grounded in the fundamental tenets of science and scientific publication (1). Scientific results must be reproducible, and a scientific publication must describe the authors' work in sufficient detail to enable readers to determine the rigor, quality, and generalizability of the work, and potentially to reproduce the work's results. A number of valuable manuscript checklists have come into widespread use, including the Standards for Reporting of Diagnostic Accuracy Studies (STARD) (2–5), Strengthening the Reporting of Observational studies in Epidemiology (STROBE) (6), and Consolidated Standards of Reporting Trials (CONSORT) (7,8). A radiomics quality score has been proposed to assess the quality of radiomics studies (9).

Peer-reviewed medical journals have an opportunity to connect innovations in AI to clinical practice through rigorous validation (10). Various guidelines for reporting evaluation of machine learning models have been proposed (11–14). We have sought to codify these into a checklist in a format concordant with the EQUATOR Network guidelines (15,16) that also incorporates general manuscript review criteria (17,18).

To aid authors and reviewers of AI manuscripts in medical imaging, we propose CLAIM, the Checklist for AI in Medical Imaging (see Table and downloadable Word document [supplement]). CLAIM is modeled after the STARD guideline and has been extended to address applications of AI in medical imaging that include classification, image reconstruction, text analysis, and workflow optimization. The elements described here should be viewed as a “best practice” to guide authors in presenting their research. The text below amplifies the checklist with greater detail.

Manuscript Title and Abstract

Item 1. Indicate the use of the AI techniques—such as “deep learning” or “random forests”—in the article's title and/or abstract; use judgment regarding the level of specificity.

Item 2. The abstract should present a structured summary of the study's design, methods, results, and conclusions; it should be understandable without reading the entire manuscript. Provide an overview of the study population (number of patients or examinations, number of images, age and sex distribution). Indicate if the study is

prospective or retrospective, and summarize the statistical analysis that was performed. When presenting the results, be sure to include *P* values for any comparisons. Indicate whether the software, data, and/or resulting model are available publicly.

The Introduction

Item 3. Address an important clinical, scientific, or operational issue. Describe the study's rationale, goals, and anticipated impact. Summarize related literature and highlight how the investigation builds upon and differs from that work. Guide readers to understand the context for the study, the underlying science, the assumptions underlying the methodology, and the nuances of the study.

Item 4. Define clearly the clinical or scientific question to be answered; avoid vague statements or descriptions of a process. Limit the chance of post hoc data dredging by specifying the study's hypothesis a priori. Identify a compelling problem to address. The study's objectives and hypothesis will guide sample size calculations and whether the hypothesis will be supported or not.

The Methods Section

Describe the study's methodology in a sufficiently clear and complete manner to enable readers to reproduce the steps described. If a thorough description exceeds the journal's word limits, summarize the work in the Methods section and provide full details in a supplement.

Study Design

Item 5. Indicate if the study is retrospective or prospective. Evaluate predictive models in a prospective setting, if possible.

Item 6. Define the study's goal, such as model creation, exploratory study, feasibility study, or noninferiority trial. For classification systems, state the intended use, such as diagnosis, screening, staging, monitoring, surveillance, prediction, or prognosis (2). Indicate the proposed role of the AI algorithm relative to other approaches, such as triage, replacement, or add-on (2). Describe the type of predictive modeling to be performed, the target of predictions, and how it will solve the clinical or scientific question.

Data

Item 7. State the source of data and indicate how well the data match the intended use of the model. Describe the targeted application of the predictive model to allow

Checklist for Artificial Intelligence in Medical Imaging (CLAIM)		
Section/Topic	No.	Item
TITLE or ABSTRACT		
	1	Identification as a study of AI methodology, specifying the category of technology used (eg, deep learning)
ABSTRACT		
	2	Structured summary of study design, methods, results, and conclusions
INTRODUCTION		
	3	Scientific and clinical background, including the intended use and clinical role of the AI approach
	4	Study objectives and hypotheses
METHODS		
Study Design	5	Prospective or retrospective study
	6	Study goal, such as model creation, exploratory study, feasibility study, noninferiority trial
Data	7	Data sources
	8	Eligibility criteria: how, where, and when potentially eligible participants or studies were identified (eg, symptoms, results from previous tests, inclusion in registry, patient-care setting, location, dates)
	9	Data preprocessing steps
	10	Selection of data subsets, if applicable
	11	Definitions of data elements, with references to common data elements
	12	De-identification methods
	13	How missing data were handled
Ground Truth	14	Definition of ground truth reference standard, in sufficient detail to allow replication
	15	Rationale for choosing the reference standard (if alternatives exist)
	16	Source of ground truth annotations; qualifications and preparation of annotators
	17	Annotation tools
	18	Measurement of inter- and intrarater variability; methods to mitigate variability and/or resolve discrepancies
Data Partitions	19	Intended sample size and how it was determined
	20	How data were assigned to partitions; specify proportions
	21	Level at which partitions are disjoint (eg, image, study, patient, institution)
Model	22	Detailed description of model, including inputs, outputs, all intermediate layers and connections
	23	Software libraries, frameworks, and packages
	24	Initialization of model parameters (eg, randomization, transfer learning)
Training	25	Details of training approach, including data augmentation, hyperparameters, number of models trained
	26	Method of selecting the final model
	27	Ensembling techniques, if applicable
Evaluation	28	Metrics of model performance
	29	Statistical measures of significance and uncertainty (eg, confidence intervals)
	30	Robustness or sensitivity analysis
	31	Methods for explainability or interpretability (eg, saliency maps) and how they were validated
	32	Validation or testing on external data
RESULTS		
Data	33	Flow of participants or cases, using a diagram to indicate inclusion and exclusion
	34	Demographic and clinical characteristics of cases in each partition
Model performance	35	Performance metrics for optimal model(s) on all data partitions
	36	Estimates of diagnostic accuracy and their precision (such as 95% confidence intervals)
	37	Failure analysis of incorrectly classified cases
DISCUSSION		
	38	Study limitations, including potential bias, statistical uncertainty, and generalizability
	39	Implications for practice, including the intended use and/or clinical role
OTHER INFORMATION		
	40	Registration number and name of registry
	41	Where the full study protocol can be accessed
	42	Sources of funding and other support; role of funders

readers to interpret the implications of reported accuracy estimates. Reference any previous studies that used the same dataset and specify how the current study differs. Adhere to ethical guidelines to assure that the study is conducted appropriately; describe the ethics review and informed consent (19). Provide links to data sources and/or images, if available. Authors are strongly encouraged to deposit data and/or software used for modeling or data analysis in a publicly accessible repository.

Item 8. Define how, where, and when potentially eligible participants or studies were identified. Specify inclusion and exclusion criteria such as location, dates, patient-care setting, symptoms, results from previous tests, or registry inclusion. Indicate whether a consecutive, random, or convenience series was selected. Specify the number of patients, studies, reports, and/or images.

Item 9. Preprocessing converts raw data from various sources into a well-defined, machine-readable format for analysis (20,21). Describe preprocessing steps fully and in sufficient detail so that other investigators could reproduce them. Specify the use of normalization, resampling of image size, change in bit depth, and/or adjustment of window/level settings. State whether or not the data have been rescaled, threshold-limited (“binarized”), and/or standardized. Specify how the following issues were handled: regional format, manual input, inconsistent data, missing data, wrong data types, file manipulations, and missing anonymization. Define any criteria to remove outliers (11). Specify the libraries, software (including manufacturer name and location), and version numbers, and all option and configuration settings employed.

Item 10. In some studies, investigators select subsets of the raw extracted data as a preprocessing step, for instance, selecting a subset of the images, cropping down to a portion of an image, or extracting a portion of a report. If this process is automated, describe the tools and parameters used; if done manually, specify the training of the personnel and the criteria they used. Justify how this manual step would be accommodated in the context of the clinical or scientific problem to be solved.

Item 11. Define the predictor and outcome variables. Map them to common data elements, if applicable, such as those maintained by the radiology community (22–24) or the U.S. National Institutes of Health (25,26).

Item 12. Describe the methods by which data have been de-identified and how protected health information has been removed to meet U.S. (HIPAA), European (GDPR), or other relevant laws. Because facial profiles can allow identification, specify the means by which such information has been removed or made unidentifiable (20).

Item 13. State clearly how missing data were handled, such as replacing them with approximate or predicted values. Describe the biases that the imputed data might introduce.

Ground Truth

Item 14. Include detailed, specific definitions of the ground truth annotations, ideally referencing common data elements. Avoid vague descriptions such as “size of liver lesion;” use more precise definitions, such as “greatest linear measurement in millimeters passing entirely through the lesion as measured on axial contrast-enhanced CT images of 2.5-mm thickness.” Pro-

vide an atlas of examples to annotators to illustrate subjective grading schemes (eg, mild/moderate/severe), and make that information available for review.

Item 15. Describe the rationale for the choice of the reference standard and the potential errors, biases, and limitations of that reference standard.

Item 16. Specify the number of human annotators and their qualifications. Describe the instructions and training given to annotators; include training materials as a supplement, if possible. Describe whether annotations were done independently and how any discrepancies among annotators were resolved.

Item 17. Specify the software used for manual, semiautomated, or automated annotation, including the version number. Describe if and how imaging labels were extracted from free-text imaging reports or electronic health records using natural language processing or recurrent neural networks (20,27,28).

Item 18. Describe the methods to measure inter- and intrarater variability, and any steps taken to reduce or mitigate this variability and/or resolve discrepancies.

Data Partitions

Item 19. Describe the sample size and how it was determined. Use traditional power calculation methods, if applicable, to estimate the required sample size to allow for generalizability in a larger population and how many cases are needed to show an effect (29).

Item 20. Specify how the data were assigned into training, validation (“tuning”), and testing partitions; indicate the proportion of data in each partition and justify that selection. Indicate if there are any systematic differences between the data in each partition, and if so, why.

Item 21. Describe the level at which the partitions are disjoint. Sets of medical images generally should be disjoint at the patient level or higher so that images of the same patient do not appear in each partition.

Model

Item 22. Provide a complete and detailed structure of the model, including inputs, outputs, and all intermediate layers, in sufficient detail that another investigator could exactly reconstruct the network. For neural network models, include all details of pooling, normalization, regularization, and activation in the layer descriptions. Model inputs must match the form of the preprocessed data. Model outputs must correspond to the requirements of the stated clinical problem, and for supervised learning should match the form of the ground truth annotations. If a previously published model architecture is employed, cite a reference that meets the preceding standards and fully describe every modification made to the model. In some cases, it may be more convenient to provide the structure of the model in code as supplemental data.

Item 23. Specify the names and version numbers of all software libraries, frameworks, and packages. Avoid detailed description of hardware unless benchmarking computational performance is a focus of the work.

Item 24. Indicate how the parameters of the model were initialized. Describe the distribution from which random

values were drawn for randomly initialized parameters. Specify the source of the starting weights if transfer learning is employed to initialize parameters. When there is a combination of random initialization and transfer learning, make it clear which portions of the model were initialized with which strategies.

Training

Item 25. Completely describe all of the training procedures and hyperparameters in sufficient detail that another investigator could exactly duplicate the training process. Typically, to fully document training, a manuscript would: Describe how training data were augmented (eg, for images the types and ranges of transformations). State how convergence of training of each model was monitored and what the criteria for stopping training were. Indicate the values that were used for every hyperparameter, which of these were varied between models, over what range, and using what search strategy. For neural networks, descriptions of hyperparameters should include at least learning rate schedule, optimization algorithm, minibatch size, dropout rates (if any), and regularization parameters (if any). Discuss what objective function was employed, why it was selected, and to what extent it matches the performance required for the clinical or scientific use case. Define criteria used to select the best-performing model. If some model parameters are frozen or restricted from modification, as is often the case in transfer learning, clearly indicate which parameters are involved, the method by which they are restricted, and the portion of the training for which the restriction applies. It may be more concise to describe these details in code in the form of a succinct training script, particularly for neural network models when using a standard framework.

Item 26. Describe the method and performance parameters used to select the best-performing model among all the models trained for evaluation against the held-out test set. If more than one model is selected, justify why this is appropriate.

Item 27. If the final algorithm involves an ensemble of models, describe each model comprising the ensemble in complete detail in accordance with the preceding recommendations. Indicate how the outputs of the component models are weighted and/or combined.

Evaluation

Item 28. Describe the metric(s) used to measure the model's performance and indicate how they address the performance characteristics most important to the clinical or scientific problem. Compare the presented model to previously published models.

Item 29. Indicate the uncertainty of the performance metrics' values, such as with standard deviation and/or confidence intervals. Compute appropriate tests of statistical significance to compare metrics. Specify the statistical software.

Item 30. Analyze the robustness or sensitivity of the model to various assumptions or initial conditions.

Item 31. If applied, describe the methods that allow one to explain or interpret the model's results and provide the parameters used to generate them (14). Describe how any such methods

were validated in the current study.

Item 32. Describe the data used to evaluate performance of the completed algorithm. When these data are not drawn from a different data source than the training data, note and justify this limitation. If there are differences in structure of annotations or data between the training set and evaluation set, explain the differences, and describe and justify the approach taken to accommodate the differences.

The Results Section

Present the outcomes of the experiment in sufficient detail. If the description of the results would exceed the word count or other journal requirements, the data can be offered in a supplement to the manuscript.

Data

Item 33. Specify the criteria to include and exclude patients or examinations or pieces of information and document the numbers of cases that met each criterion. We strongly recommend including a flowchart/diagram in your results to show initial patient population and those excluded for any reason. Describe the summary of the technical characteristics of the dataset. For example, for images: modality vendors/models, acquisition parameters, reformat parameters; for reports: practice setting, number and training of report authors, extent of structured reporting.

Item 34. Demographic and clinical characteristics of cases in each partition should be specified. State the performance metrics on all data partitions.

Model Performance

Item 35. Report the final model's performance on the test partition. Benchmark the performance of the AI model against current standards, such as histopathologic identification of disease or a panel of medical experts with an explicit method to resolve disagreements.

Item 36. For classification tasks, include estimates of diagnostic accuracy and their precision, such as 95% confidence intervals (2). Apply appropriate methodology such as receiver operating characteristic analysis and/or calibration curves. When the direct calculation of confidence intervals is not possible, report non-parametric estimates from bootstrap samples (11). State which variables were shown to be predictive of the response variable. Identify the subpopulation(s) for which the prediction model worked most and least effectively (11).

Item 37. Provide information to help understand incorrect results. If the task entails classification into two or more categories, provide a confusion matrix that shows tallies for predicted versus actual categories. Consider presenting examples of incorrectly classified cases to help readers better understand the strengths and limitations of the algorithm.

The Discussion Section

This section provides four pieces of information: summary, limitations, implications, and future directions.

Item 38. Summarize the results succinctly and place them into context; explain how the current work advances our

knowledge and the state of the art. Identify the study's limitations, including those involving the study's methods, materials, biases, statistical uncertainty, unexpected results, and generalizability.

Item 39. Describe the implications for practice, including the intended use and possible clinical role of the AI model. Describe the key impact the work may have on the field. Envision the next steps that one might take to build upon the results. Discuss any issues that would impede successful translation of the model into practice.

Other Information

Item 40. Comply with the clinical trial registration statement from the International Committee of Medical Journal Editors (ICMJE). ICMJE recommends that all medical journal editors require registration of clinical trials in a public trials registry at or before the time of first patient enrollment as a condition of consideration for publication (30). Registration of the study protocol in a clinical trial registry, such as ClinicalTrials.gov or WHO Primary Registries, helps avoid overlapping or redundant studies and allows interested parties to contact the study coordinators (5).

Item 41. State where readers can access the full study protocol if it exceeds the journal's word limit; this information can help readers evaluate the validity of the study and can help researchers who want to replicate the study (5). Describe the algorithms and software in sufficient detail to allow replication of the study. Authors should deposit all computer code used for modeling and/or data analysis into a publicly accessible repository.

Item 42. Specify the sources of funding and other support and the exact role of the funders in performing the study. Indicate whether the authors had independence in each phase of the study (5).

Conclusion

The CLAIM guideline provides a road map for authors and reviewers; its goal is to promote clear, transparent, and reproducible scientific communication about the application of AI to medical imaging. We recognize that not every manuscript will be able to address every CLAIM criterion, and some criteria may not apply to all works. Nevertheless, CLAIM provides a framework that addresses the key concerns to assure high-quality scientific communication. An analysis of published manuscripts is underway to provide empirical data about the use and applicability of the guideline.

This journal adopts the CLAIM guideline herewith as part of our standard for reviewing manuscripts, and we welcome comments from authors and reviewers.

Acknowledgments: The authors thank David Bluemke, MD, PhD, Adeline N. Boettcher, PhD, William Hsu, PhD, Jayashree Kalpathy-Cramer, PhD, Despina Kontos, PhD, Curtis P. Langlotz, MD, PhD, and Ronnie A. Sebros, MD, PhD, for their insightful comments.

Disclosures of Conflicts of Interest: **J.M.** Activities related to the present article: disclosed no relevant relationships. Activities not related to the present article: author is consultant for Siemens; institution receives grants from GE, Nuance, and Enlitic. Other relationships: disclosed no relevant relationships. **L.M.** Activities related to the present article: disclosed no relevant relationships. Activities not related to the present

article: author is consultant for Lunit Insight and iCAD; institution receives grant from Siemens; travel accommodations from the Chinese Congress of Radiology and the Society of Breast Imaging. Other relationships: disclosed no relevant relationships. **C.E.K.** Activities related to the present article: institution receives salary support as Editor of *Radiology: Artificial Intelligence*. Activities not related to the present article: disclosed no relevant relationships. Other relationships: disclosed no relevant relationships.

References

1. Kahn CE Jr. Artificial intelligence, real radiology. *Radiol Artif Intell* 2019;1(1):e184001.
2. Bossuyt PM, Reitsma JB, Bruns DE, et al. STARD 2015: an updated list of essential items for reporting diagnostic accuracy studies. *Radiology* 2015;277(3):826–832.
3. Bossuyt PM, Reitsma JB, Bruns DE, et al. Towards complete and accurate reporting of studies of diagnostic accuracy: The STARD Initiative. *Radiology* 2003;226(1):24–28.
4. Bossuyt PM, Reitsma JB; Standards for Reporting of Diagnostic Accuracy. The STARD initiative. *Lancet* 2003;361(9351):71.
5. Cohen JF, Korevaar DA, Altman DG, et al. STARD 2015 guidelines for reporting diagnostic accuracy studies: explanation and elaboration. *BMJ Open* 2016;6(11):e012799.
6. Vandenberghe JP, von Elm E, Altman DG, et al. Strengthening the Reporting of Observational Studies in Epidemiology (STROBE): explanation and elaboration. *PLoS Med* 2007;4(10):e297.
7. Schulz KF, Altman DG, Moher D; CONSORT Group. CONSORT 2010 statement: updated guidelines for reporting parallel group randomised trials. *BMJ* 2010;340:c332.
8. Begg C, Cho M, Eastwood S, et al. Improving the quality of reporting of randomized controlled trials. The CONSORT statement. *JAMA* 1996;276(8):637–639.
9. Lambin P, Leijenaar RTH, Deist TM, et al. Radiomics: the bridge between medical imaging and personalized medicine. *Nat Rev Clin Oncol* 2017;14(12):749–762.
10. Park SH, Kressel HY. Connecting technological innovation in artificial intelligence to real-world medical practice through rigorous clinical validation: What peer-reviewed medical journals could do. *J Korean Med Sci* 2018;33(22):e152.
11. Luo W, Phung D, Tran T, et al. Guidelines for developing and reporting machine learning predictive models in biomedical research: A multidisciplinary view. *J Med Internet Res* 2016;18(12):e323.
12. Handelman GS, Kok HK, Chandra RV, et al. Peering into the black box of artificial intelligence: Evaluation metrics of machine learning methods. *AJR Am J Roentgenol* 2019;212(1):38–43.
13. Park SH, Han K. Methodologic guide for evaluating clinical performance and effect of artificial intelligence technology for medical diagnosis and prediction. *Radiology* 2018;286(3):800–809.
14. Bluemke DA, Moy L, Bredella MA, et al. Assessing Radiology Research on Artificial Intelligence: A Brief Guide for Authors, Reviewers, and Readers—From the *Radiology* Editorial Board. *Radiology* 2020;294(3):487–489.
15. Altman DG, Simera I, Hoey J, Moher D, Schulz K. EQUATOR: reporting guidelines for health research. *Lancet* 2008;371(9619):1149–1150.
16. Simera I, Altman DG. Reporting medical research. *Int J Clin Pract* 2013;67(8):710–716.
17. Provenzale JM, Stanley RJ. A systematic guide to reviewing a manuscript. *AJR Am J Roentgenol* 2005;185(4):848–854.
18. Budovec JJ, Kahn CE Jr. Evidence-based radiology: a primer in reading scientific articles. *AJR Am J Roentgenol* 2010;195(1):W1–W4.
19. Geis JR, Brady AP, Wu CC, et al. Ethics of artificial intelligence in radiology: Summary of the joint European and North American multisociety statement. *Radiology* 2019;293(2):436–440.
20. Willemink MJ, Koszek WA, Hardell C, et al. Preparing medical imaging data for machine learning. *Radiology* 2020 Feb 18:192224 [Epub ahead of print].
21. Harvey H, Glocker B. A standardised approach for preparing imaging data for machine learning tasks in radiology. In: Ranschaert ER, Morozov S, Algra PR, eds. *Artificial Intelligence in Medical Imaging: Opportunities, Applications and Risks*. New York, NY: Springer International, 2019.
22. Rubin DL, Kahn CE Jr. Common data elements in radiology. *Radiology* 2017;283(3):837–844.
23. Kohli M, Alkasab T, Wang K, et al. Bending the artificial intelligence curve for radiology: Informatics tools from ACR and RSNA. *J Am Coll Radiol* 2019;16(10):1464–1470.
24. Radiological Society of North America, American College of Radiology. RadElement: Common Data Elements. <https://RadElement.org>. Accessed February 1, 2020.

25. Sheehan J, Hirschfeld S, Foster E, et al. Improving the value of clinical research through the use of Common Data Elements. *Clin Trials* 2016;13(6):671–676.
26. National Institutes of Health. NIH Common Data Elements (CDE) Repository. Bethesda, MD: National Library of Medicine. <https://cde.nlm.nih.gov/>. Accessed February 20, 2020.
27. Lakhani P, Kim W, Langlotz CP. Automated extraction of critical test values and communications from unstructured radiology reports: an analysis of 9.3 million reports from 1990 to 2011. *Radiology* 2012;265(3):809–818.
28. Lipton ZC, Berkowitz J, Elkan C. A critical review of recurrent neural networks for sequence learning. ArXiv 2015:1506.00019v4. [preprint] <https://arxiv.org/abs/1506.00019v4>. Posted October 17, 2015. Accessed January 27, 2020.
29. Eng J. Sample size estimation: how many individuals should be studied? *Radiology* 2003;227(2):309–313.
30. International Committee of Medical Journal Editors. Clinical Trials. <http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html>. Accessed February 20, 2020.

REFERENCES

- [1] J.-P. Bérenger, "A perfectly matched layer for the absorption of electromagnetic waves," *J. Comp. Phys.*, vol. 114, pp. 185–200, 1994.