

## Author Data Form for Writing a Press Release

Use this form for internal purposes to assist in preparing a press release.

Name and degrees:	
Affiliation:	
Address:	
E-mail:	
Telephone:	
Fax:	
Name of publication:	Expected publication date:
1. What are the three most important findings of your research in relationship to their significance in the field?	
1)	
2)	
3)	
2. Explain the topic in lay-person's language. (How would you explain it to your neighbor?)	
3. Please indicate if your research affects (check all that apply):	
<input type="checkbox"/> Health care providers	<input type="checkbox"/> Changes in clinical practice
<input type="checkbox"/> Health program managers/policymakers	<input type="checkbox"/> Health policy/government
<input type="checkbox"/> Other research organizations	<input type="checkbox"/> Further research and grants
<input type="checkbox"/> Regular individuals going to their doctor	<input type="checkbox"/> Public health programs and practice
<input type="checkbox"/> Other: If other, please specify	
4. Do you have any media contacts that would be interested in your article? If so, please list them here.	
5. Should a journalist require more information from which to write an article, do you wish to be interviewed? (Y/N)	
6. If yes, how would you like to be contacted:	
<input type="checkbox"/> Telephone: _____ Best time: _____	
<input type="checkbox"/> E-mail: _____	
7. Does a research partner institution have a press office? (Y/N) If yes, please provide a contact:	

Adapted from Beyond Scientific Publications