

## Editorial Meeting Minutes/Resolutions - April 18, 2023

1. Avoid use of the royal/conspiratorial 'we' to ingratiate oneself with/snuggle up with the reader, e.g., 'We must ensure that AI does not go from being our servant to our overlord' = 'AI must not be allowed to go from being humanity's servant to overlord.'
2. Gratuitous use of 'I,' e.g., 'I was astonished by ChatGPT's ability to instantly write plausible Japanese haiku poems, which impressed **me** very deeply.' = 'ChatGPT's ability to instantly write plausible Japanese haiku poems was astonishing and very impressive.'
3. Do not be guilty of stultifying/soporific repetitions ('word echoes'), e.g., 'One of the main dangers of **AI** in public health is the potential for **bias** in **AI algorithms**. **AI algorithms** are only as good as the **data** on which they are trained, so if the **data is biased** then the **algorithm** itself will also end up with the same **bias**.' = 'One of the main dangers of **AI** in public health is the potential for **bias** in **algorithms**, which are only as good as the **data** on which they are trained, so if the **data are biased** then this will infect the **algorithm**.' (Note: The Yuan style guide pluralizes 'data,' thus, 'data are.') 'A study published in JAMA Internal Medicine found that an AI algorithm being used to predict which **patients** would be referred to programs that aim to improve care for **patients** with complex medical needs was biased against **Black patients**. The algorithm incorrectly predicted that **Black patients** were less likely to need such programs, even if they had similar health needs as **white patients**.' = 'A study published in JAMA Internal Medicine found that an AI algorithm used to predict which **patients** would be referred to programs to improve care for those with complex medical needs was biased against **Black patients**. The algorithm incorrectly predicted they were less likely to need such programs, even if they had similar health needs as their **white counterparts**.'
4. Double-check for spelling/grammatical mistakes, e.g., 'horde' for 'hoard'; Watch for UK English usages, e.g., 'colour' for 'color,' 'travelling' for 'traveling,' except where these are part of a proper noun, e.g., 'The UK Centre for Greening Finance and Investment (CGFI).' Hint: set MSWord to US English in the bottom bar.
5. Eschew gratuitous use of passive voice, e.g., 'The products **made by the company** are widely used in the telecommunications sector.' = ; 'The products **the company makes** are widely used in the telecommunications sector.' Exception: 'The products **made by the company, which is based in Massachusetts**, are widely used in the telecommunications sector.'
6. Streamline superfluous verbal clauses, e.g., 'The technologies that **are currently being used** are relatively primitive.' = 'The technologies **currently used** are relatively primitive.' **Best:** 'The technologies **in current use** are relatively primitive.'
7. Cut down on excessive use of introductory clauses, e.g., '**In 2018**, the company

8. unveiled its facial recognition technology.’ = ‘The company unveiled its facial recognition technology **in 2018.**’; ‘**Recently**, an open letter on the dangers of AI was signed by several technology pundits - including Elon Musk - warning against the danger of continued, unfettered, AI development without more stringent regulations and safeguards.’ = ‘Elon Musk and several other technology pundits signed an open letter **recently** warning against the danger of continued, unfettered, AI development without stricter guardrails.’ **Note: Names make news.**
9. Delete unnecessary use of articles, particularly with uncountable (collective) nouns, e.g., ‘**The demand** for domestic robots is growing exponentially.’ = ‘**Demand** for domestic robots is growing exponentially.’;
10. Use shorter forms of words, e.g., ‘monologue’ = ‘monolog,’ ‘unshakeable’ = ‘unshakable’; ‘entitled’ = ‘titled’; ‘although’ = ‘though’;
11. Do not use gratuitous acronyms/defined terms. Terms to be defined as acronyms appear initially in their full form, e.g., ‘machine learning (ML),’ with the acronym to be *exclusively* used thereafter, e.g., ‘Unlike traditional medical devices, which are subject to rigorous testing and regulation by the FDA, many AI systems used in healthcare are not subject to the same level of scrutiny.’ = ‘Unlike traditional medical devices, which are subject to rigorous testing and regulation by the United States Food and Drug Administration (FDA), many AI systems used in healthcare are not subject to the same level of scrutiny.’ Terms that do not reappear should not be defined even when this is common practice elsewhere, e.g., ‘generally accepted accounting principles (GAAP)’ unless GAAP recurs, since offering the reader too much ‘alphabet soup’ is likely to lead to a loss of interest/confusion. Countries/federations commonly acronymized are an exception to this general rule. Thus, e.g., the United States, United Kingdom, United Arab Emirates, European Union, Union of Soviet Socialist Republics, Commonwealth of Independent States, all appear in full at the first iteration, but as the ‘the US, UK, UAE, EU, USSR, CIS’ (no dots!) afterwards without the need to define them as such, e.g., ‘Similar to other algorithms that have been found to have racial biases, an AI algorithm used in the UK to predict which patients were most likely to die within a year was found to be significantly less accurate when it came to predicting deaths among individuals belonging to ethnic minority groups. The UK finding mirrors those in the US...’ = ‘Similar to other algorithms that have been found to have racial biases, an AI algorithm used in the United Kingdom to predict which patients were most likely to die within a year was found to be significantly less accurate when it came to predicting deaths among individuals belonging to ethnic minority groups. The UK finding mirrors those in the United States...’; Other exceptions are HIV/AIDS. and 3D.
12. Abstain from improper use of contractions, i.e., when not within quotation marks.
13. Excessive use of (unanswered) rhetorical questions is frowned upon: If you pose them, answer them in the manner of the Dr Martin Luther King, Jr or Socrates –

do not leave the reader hanging.

14. Simplify unnecessary/convoluted tense constructions, e.g., 'While AI can be incredibly helpful in analyzing large datasets and identifying patterns that human analysts **would have** missed...' = 'While AI can be incredibly helpful in analyzing large datasets and identifying patterns that human analysts **would** miss...'; 'The opposite phenomenon - false negatives - **has also been** problematic...' = 'The opposite phenomenon - false negatives - **is** also problematic...'
15. Check for incorrect names, e.g., 'Center for Disease Control' = 'the United States (US) Centers for Disease Control and Prevention'; 'National Institute of Health' = 'the United States' (US') National Institutes of Health'; 'Oxford University' = 'the University of Oxford.'
16. Do not fall into the trap of faulty parallel constructions, e.g., 'This highlights the importance of ensuring that **AI algorithms** are trained on unbiased data, because otherwise **it** will perpetuate existing health disparities, worsening the very problem **it** was intended to fix.' = 'This highlights the importance of ensuring that **AI algorithms** are trained on unbiased data, because otherwise **they** will perpetuate existing health disparities, worsening the very problem **they** are intended to fix.'; '**Remote operation** of magnetic resonance and CT equipment emerged as an innovation and **have** now become a huge difference-maker in Brazil and the rest of the world.' = '**Remote operation** of magnetic resonance and CT equipment emerged as an innovation and **has** now become a huge difference-maker in Brazil and the rest of the world.'
17. Remember headline (title) length should be between 60-75 characters (including spaces), while introductions (standfirsts) are to be between 220-280 characters.