

# ***Scientific Writing Mini-Course***

**Jane Carver, PhD, MS, MPH**

**November 10, 2015**

**South Tampa Center 5051, A & B**

- 8:15 - 8:30    **Registration**
- 8:30 - 9:30    **The Basics**  
We will review the manuscript preparation, submission and peer review processes, common reasons for rejection/acceptance, the importance of choosing the appropriate journal, strategies to enhance writing productivity, and resources available to writers.
- 9:30 - 10:30    **Authorship, ICMJE Recommendations and Ethical Issues Related to Writing and Publishing**  
We will discuss authorship issues and the *Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals* that are published by the International Committee of Medical Journal Editors. Other topics include conflicts of interest, publication misconduct, reviewing manuscripts, reproducibility/replication, and predatory publishing.
- 10:30 - 10:45    **Break**
- 10:45 - 12:15    **Writing in the Introduction, Methods, Results and Discussion Format**  
Learn to structure manuscripts written in the “IMRaD” format by using standardized guidelines. Familiarity with these guidelines is particularly helpful for writers with limited experience.
- 12:15 - 1:00    **Lunch Break**
- 1:00 - 1:45    **Effective Figures and Tables**  
One of the most common complaints of journal editors is that many figures and tables do not convey information in a logical and concise manner. We will discuss the basic requirements for effective figures and tables, and review examples.
- 1:45 - 2:45    **Clear and Concise Word Usage and Sentence Structure**  
Clear and concise word usage and sentence structure are keys to effective scientific writing. We will review common problems in sentence structure and word usage, and use hands-on exercises to illustrate how complex and confusing text can be replaced with logical and easy-to-understand verbiage.
- 2:45 - 3:00    **Break**
- 3:00 - 3:45    **Posters and Slide Presentations**  
We will review general guidelines for preparing and delivering text, table and graphical posters and slides that convey the author’s message in a concise and persuasive manner.