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How to write a scientific manuscript and get it published

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Warsaw University of Technology, April 27th 2016






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Outline



What will we cover?

- 
- Setting the scene
 - Before writing your paper
 - Structuring and writing your article
 - English language
 - Submitting your paper
 - The review process
 - Ethics
 - Dissemination



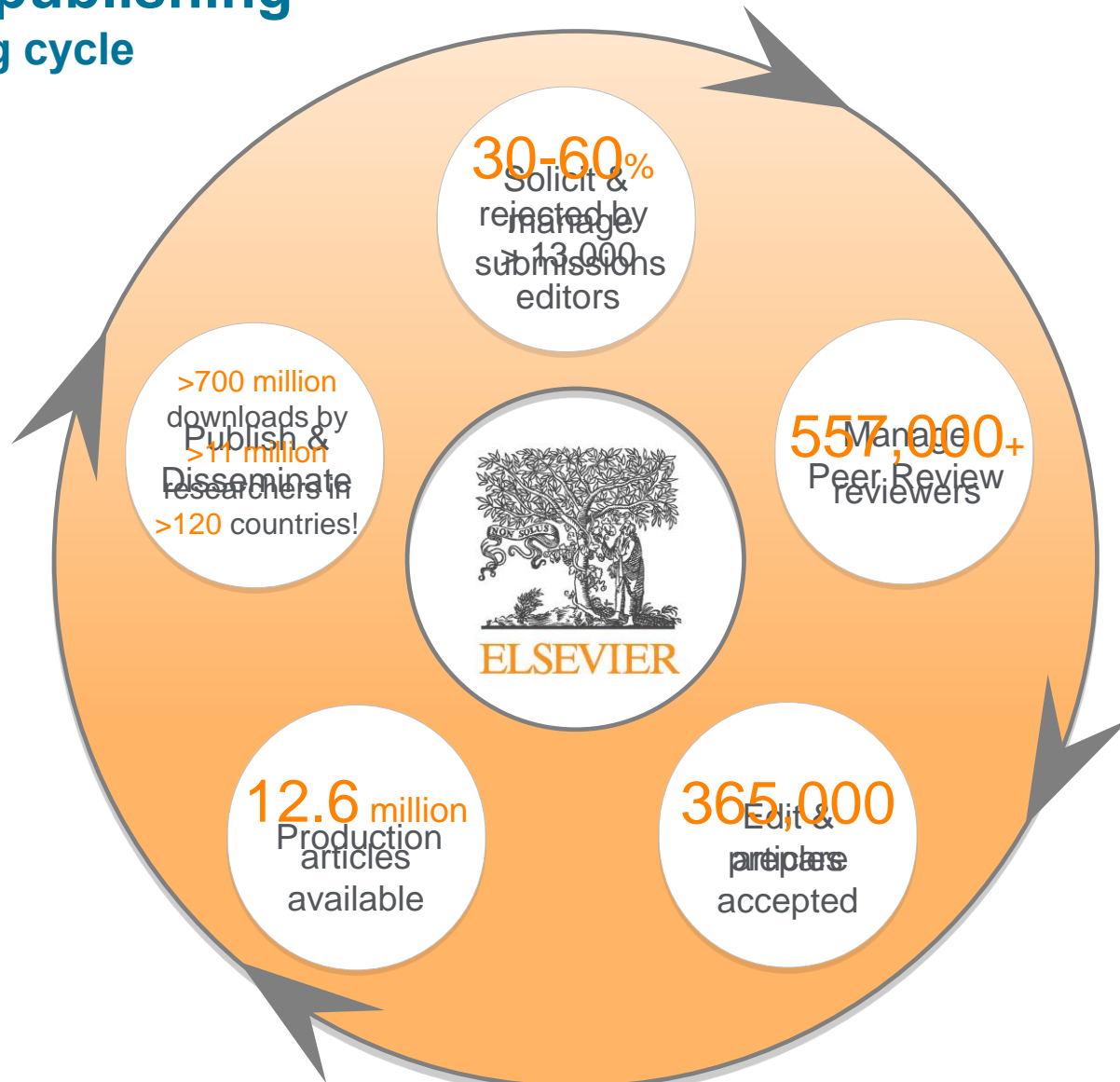
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Setting the scene



Academic publishing

The publishing cycle



Elsevier Publishing Campus

Publishing Connect



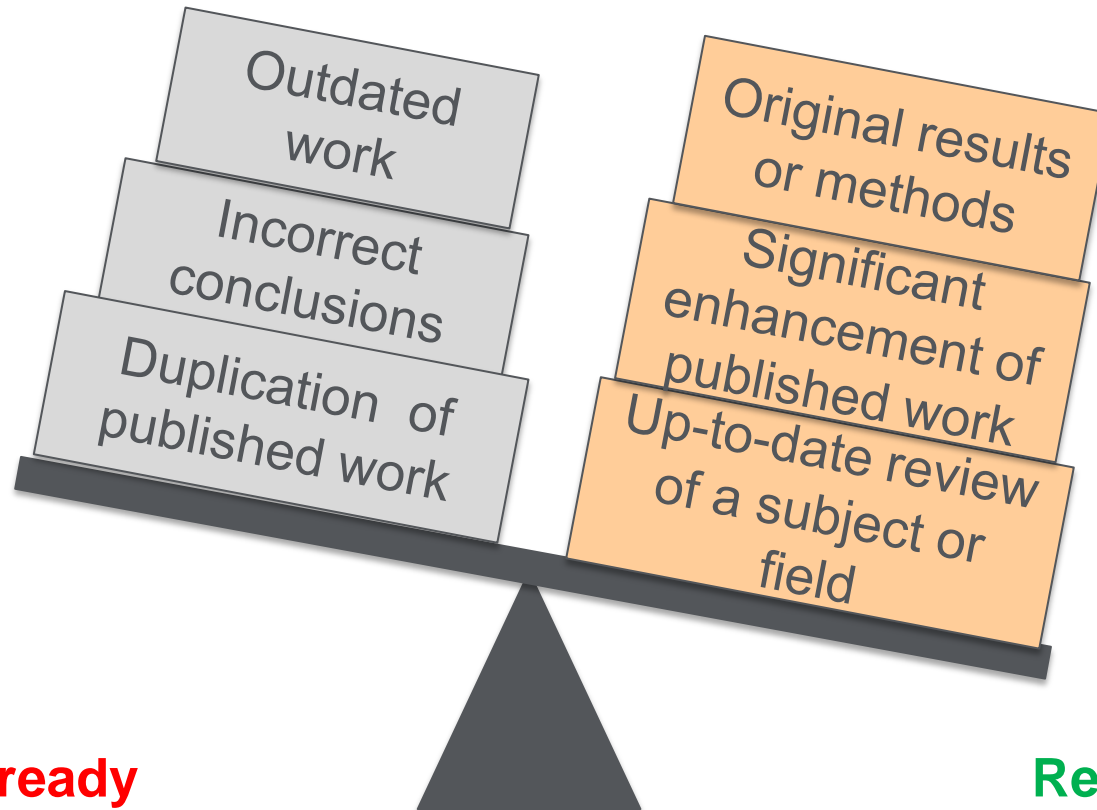
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Before writing your paper



Planning your article – Are you ready to publish?



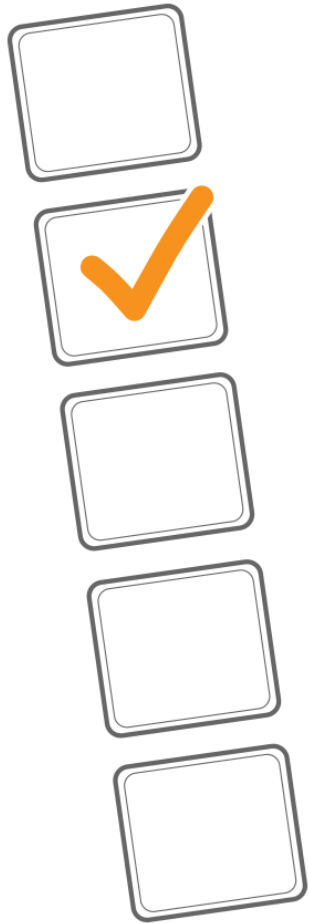
Not ready

Work has no scientific interest

Ready

Work advances the field

What makes a strong manuscript?



- Clear and useful message
- A logical manner
- Readers grasp the research

Editors, reviewers and readers all want to receive well presented manuscripts that fit within the aims and scope of their journal.

What article type should I choose?



Full articles

- Substantial, complete and comprehensive pieces of research
Is my message sufficient for a full article?



Letters or short communications

- Quick and early communications
Are my results so thrilling that they should be shown as soon as possible?



Review papers

- Summaries of recent developments on a specific topic
- Often submitted by invitation

What about if I have a methods, data or software paper?

- Adaptations and customizations to methods
(**Example journal: MethodsX**)
- Published datasets: available for sharing and reuse
(**Example journal: Data in Brief**)
- Articles that acknowledge the impact of software on research
(**Example journal: SoftwareX**)



How do I choose the right journal?

- Aim to reach the intended audience for your work

1. Shortlist a handful of candidate journals

- Check your reference list
- Supervisor and colleagues can provide good suggestions
- Search in databases, check quality indicators

2. And investigate them:

- ? Aims & Scope
- ? Accepted types of articles
- ? Readership
- ? Peer review process (single blind, double blind, open)
- ? Speed of publication
- ? Subscription versus Open Access

- Choose only one journal, as simultaneous submissions are prohibited

Are there any tools available to help me find the right journal?

<http://journalfinder.elsevier.com/>

The screenshot displays the Elsevier website's navigation and content. At the top left is the Elsevier logo. A search bar contains the text "Type here to search on Elsevier.com" and a magnifying glass icon. To the right of the search bar are links for "Advanced search", "Follow us:" (with icons for Facebook, LinkedIn, Twitter, and YouTube), and "Help & Contact". Below the search bar is a horizontal menu with items: "Journals & books", "Solutions", "Authors, editors & reviewers", "About Elsevier", "Community", and "Store".

The main content area is divided into two columns. The left column, titled "For Authors", lists various links: "Journal authors' home", "Author Rights", "Ethics", "Agreements", "Open access", "Author services", "Authors' Update", "Early career researchers", "Book authors' home", "Sharing your article", "Journal and article metrics", and "Promote your article".

The right column, titled "Elsevier for authors", features a section "How to publish in an Elsevier journal" with a paragraph of text: "Every year, we accept and publish more than 250,000 journal articles. Publishing in an Elsevier journal starts with finding the right journal for your paper. If you already know which journal, you can enter the title directly in the search box below. Alternatively, click on the 'Start matching' button to find a suitable journal based on the abstract of your article." Below this text is a horizontal flowchart with five steps: "Publishing process", "Find a journal", "Prepare your paper", "Submit paper", and "Check status".

Under the "Find a journal" step, there are two options: "Match your abstract to a journal" with a "Start matching" button, and "Search for a journal by name" with a search box and a "Search for a Journal" button.

Choosing the right journal

The Impact Factor

- It indicates how many times the more recent papers in a journal are cited on average in a given year
- It is influenced by editorial policies of journals and turnover of research

The impact factor can give you a general guidance, but it should NOT be the sole reason to choose a journal.

Bibliometric indicators

**Impact
Factor**

Eigenfactor

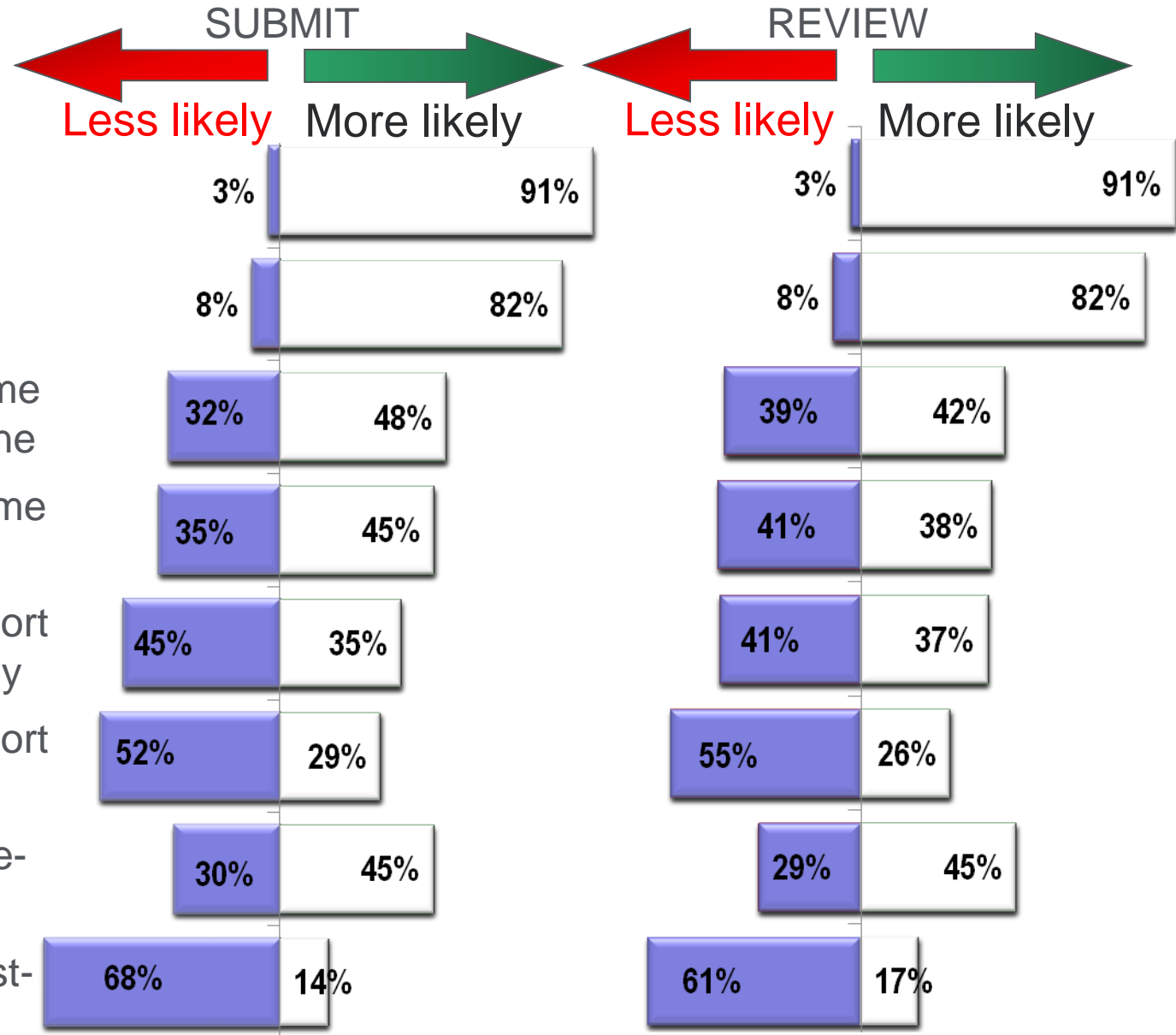
SJR

SNIP

H-Index



What are the different kinds of review that exist?



Do I need to bother with the Guide for Authors?

- Find it on the journal homepage of the publisher, e.g. Elsevier.com
- Keep to the Guide for Authors in your manuscript
- It will save your time

The image shows a screenshot of the Elsevier website for the journal 'Combustion and Flame'. The page features a navigation bar with 'Journals & books', 'Solutions', 'Authors, editors & reviewers', 'About Elsevier', and 'Community'. The main content area displays the journal's cover and a list of links: 'Guide for Authors', 'Submit Your Paper', 'Track Your Paper', 'Order Journal', and 'View Articles'. The 'Guide for Authors' link is highlighted with an orange box, and an orange arrow points from this box to a separate panel on the right. This panel, titled 'Publishing Connect', contains a vertical list of buttons: 'Guide for Authors', 'Submit Your Paper', 'Track Your Paper', 'Order Journal', and 'Access Full Text'. Below the main content, there are sections for 'Journal Metrics' (Source Normalized Impact per Paper (SNIP): 2.674, SCImago Journal Rank (SJR): 3.193) and 'Journal Insights' (Discover this journal's metrics). A 'Recent Open Access' section is also visible, featuring an article titled 'Rate-Controlled Constrained Equilibrium'.

Recap – before writing your paper:

- **Determine** if you are ready to publish your work
- **Decide** on the best type of manuscript
- **Choose** the target journal
- **Check** the Guide for Authors
-



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Structuring and writing your paper





General structure of a research article

- Title
- Abstract
- Keywords

- Introduction
- Methods
- Results and Discussion

- Conclusion
- Acknowledgements
- References
- Supporting materials

What tips do you have for: the title?

- Should attract reader's attention
- Should be concise
- Should be specific and informative
- Should identify the main issue
- Should use formal language
- Should NOT use technical jargon or rarely-used abbreviations

Editors and reviewers do not like titles that make no sense or fail to represent the subject matter adequately. Additionally, if the title is not accurate, the appropriate audience may not read your paper.



Combustion and Flame

Available online 9 March 2015

In Press, Corrected Proof — Note to users



**The effect of oxidation pressure on the equilibrium nanostructure
of soot particles**

What tips do you have for: the keywords?

- Are the labels of the manuscript
- Are used by indexing and abstracting services

Article title	Keywords
“An experimental study on evacuated tube solar collector using supercritical CO ₂ ”	Solar collector; supercritical CO ₂ ; solar energy; solar thermal utilization

- Should be specific
- Should use only established abbreviations (e.g. DNA)

Check the Guide for Authors for specifics on which keywords should be used.

What tips do you have for: the abstract?

- Keep it as brief as possible
- Summarize the problem, methods, results, and conclusions
- Make sure it is clearly written and easy to understand
- Make sure it is accurate and specific while also being catchy

Take the time to write the abstract very carefully. Many authors write the abstract last so that it accurately reflects the content of the paper.

What tips do you have for: the introduction?

- Provide a brief and concise context
- Explain the problem
- Mention existing solutions and limitations
- Identify what the work is trying to achieve
- Provide a perspective consistent with the nature of the journal

Write a unique introduction for every article. DO NOT reuse introductions.

What tips do you have for: the methods?

- Describe how the problem was studied
- Include detailed information
- Do not describe previously published procedures
- Identify the equipment and materials used

What tips do you have for: the results?

- Include only data of primary importance (use supplementary data for the rest)
- Use sub-headings to keep results of the same type together
- Be clear and easy to understand
- Highlight the main findings
- Feature unexpected findings
- Provide statistical analyses
- Provide visualisations

2. Collection of indirect experimental...
3. Selection of rate parameters to be...
4. Determination of the *a priori* uncer...
5. Collection of relevant direct meas...
6. Calculation of response surfaces
7. Parameter optimization
8. Investigation of the optimized mec...
9. The *a posteriori* uncertainty of the ...
10. Conclusions
Acknowledgements
[Appendix A. Supplementary data](#)

Appendix A. Supplementary data



[Supplementary data 1.](#)

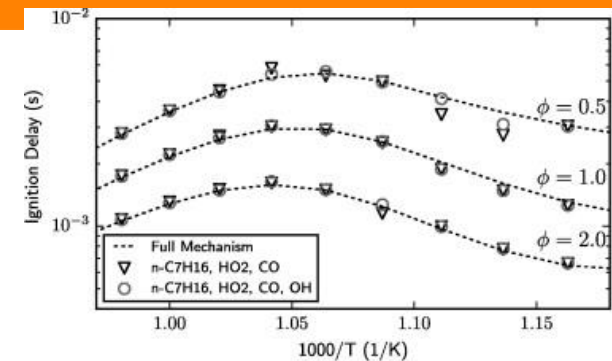
Supplementary material.

[Help with PDF files](#)

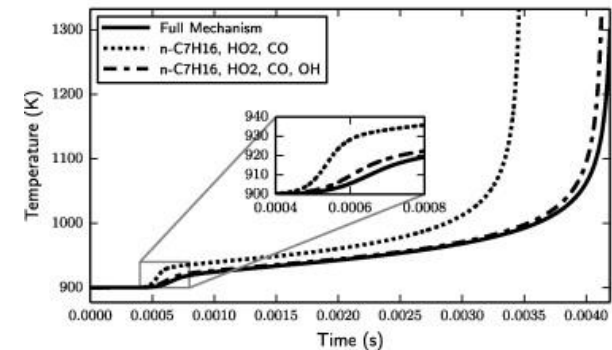
<http://www.elsevier.com/connect/a-5-step-guide-to-data-visualization>

What tips do you have for: figures?

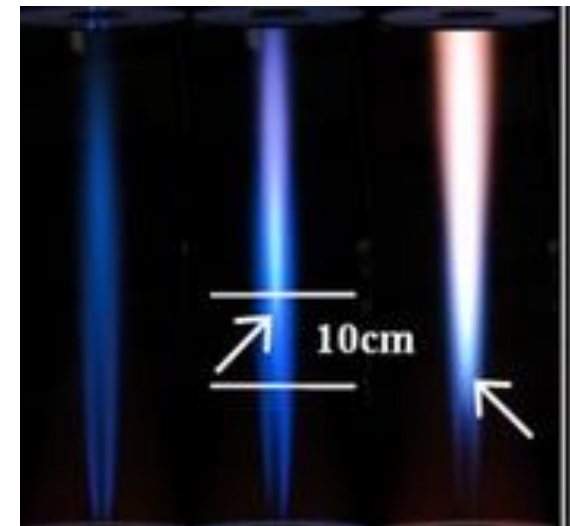
- The legend should enable the figure to stand alone.
- Use colour ONLY when necessary
- Graphs: un-crowded plots; restrict data sets (symbols to distinguish); well-selected scales; axis labels; label size.
- Photos: scale marker; do not manipulate the image to enhance the results.



(a) Constant volume ignition delays at 20 atm



(b) Temperature trace of constant-volume autoignition simulation at 900 K, 20 atm, $\phi = 0.5$



What tips do you have for: tables?

Needs a table

During the encoding task, significant activation clusters were detected in the left middle frontal gyrus (MFG) extending into the inferior frontal gyrus (IFG) (BA 9/45/47; Talaraich coordinates: -40, 14, 28), left MFG (BA 8; -40, 22, 50), left superior frontal gyrus (BA 6; -24, -8, 64), right IFG (BA 47; 28, 28, -2), left LTL (BA 22; -62, -22, 2), right cerebellum (30, -70, -16) together with right fusiform/lingual gyrus (BA 18; 18, -88, -14), left cerebellum/vermis (-6, -60, -16) (Fig. 1, top row) as well as the left (-30, -12, -18) and right hippocampus (34, -12, -16) (Fig. 2, left panel). During the retrieval task, when performance was not considered, significant activation clusters were detected in the left IFG (BA 47; -28, 24, -4), left MFG/IFG extending into the anterior cingulate cortex (BA 9/44/24; -36, 12, 28), right IFG (BA 44; 56, 16, 24 and BA 47; 36, 20, -10), left supramarginal gyrus (BA 40; -34, -46, 42), right putamen and caudate (16, 10, 2), right cerebellum (36, -74, -18) together with right fusiform/lingual gyrus (BA 18; 28, -90, -6) and vermis (-2, -62, -40) (Fig. 1, middle row) as well as the right hippocampus (26, -4, 22) (Fig. 2, right panel). During retrieval, brain activation related to accurate memory performance was observed in the left LTL (Fig. 1, bottom row), with peak activation in the middle temporal gyrus (BA 21 and 22; -50, -38, -4) extending into the superior and inferior temporal gyri. No activation clusters were detected in the prefrontal cortex, hippocampus, or other MTL structures. No brain regions showed negative correlations with behavioral performance.

Does not need a table

Table 1. Effect of aeration on growth of *Streptomyces coelicolor*

Temp (°C)	No. of expt	Aeration of growth medium	Growth ^a
24	5	+ ^b	78
24	5	-	0

^a As determined by optical density (Klett units).

^b Symbols: +, 500-ml Erlenmeyer flasks were aerated by having a graduate student blow into the bottles for 15 min out of each hour; -, identical test conditions, except that the aeration was provided by an elderly professor.

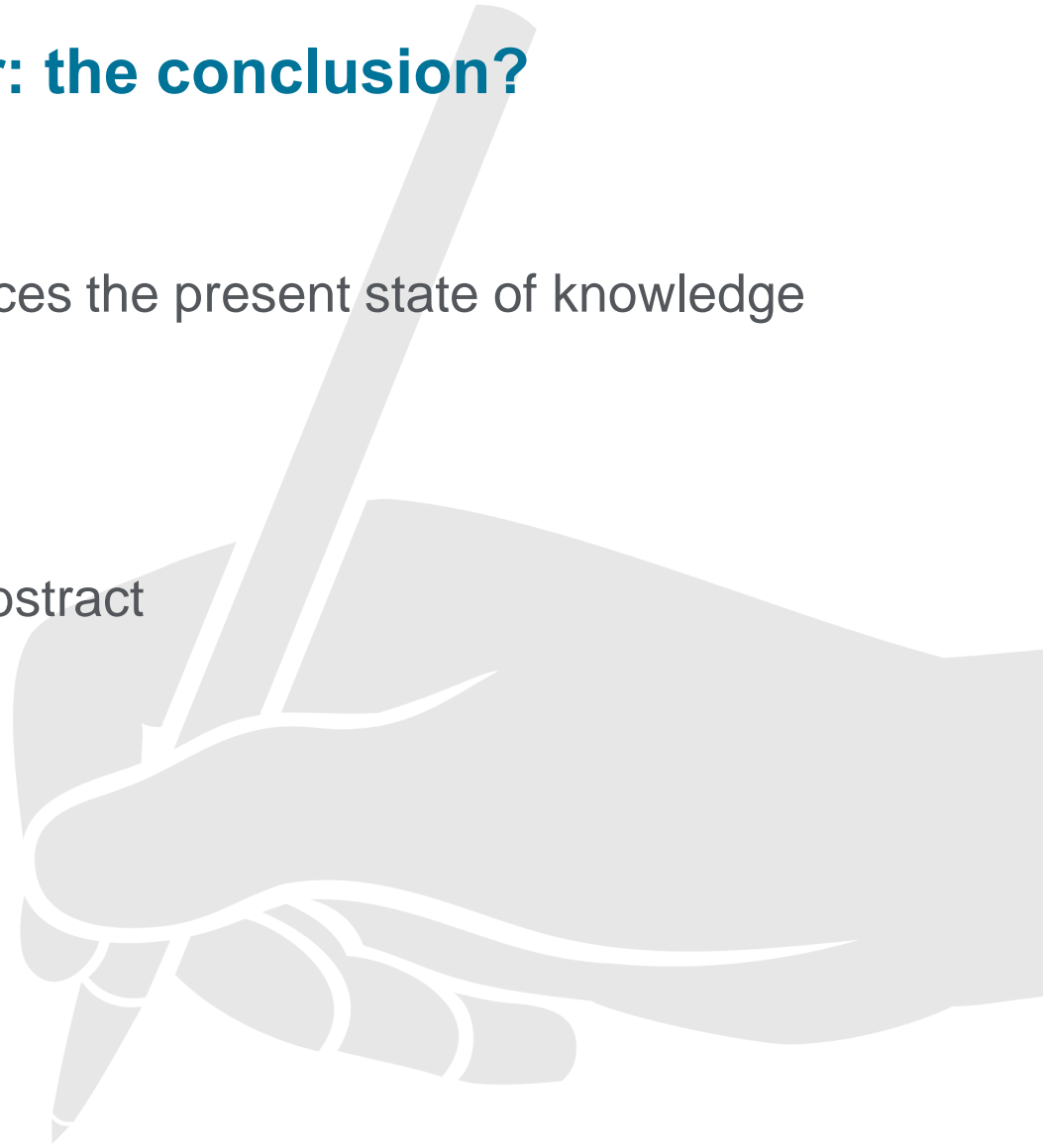
Growth medium aeration was essential for the growth of S. coelicolor. At room temperature (24° C) in stationary cultures, bacterial growth was not measurable, whereas in aerated cultures, substantial growth was evident (78 Klett units).

What tips do you have for: the discussion?

- Interpretation of results
- Most important section
- Make the discussion correspond to the results and complement them
- Compare published results with your own

What tips do you have for: the conclusion?

- Explain how your work advances the present state of knowledge
- Suggest future experiments
- Do not repeat results or the abstract



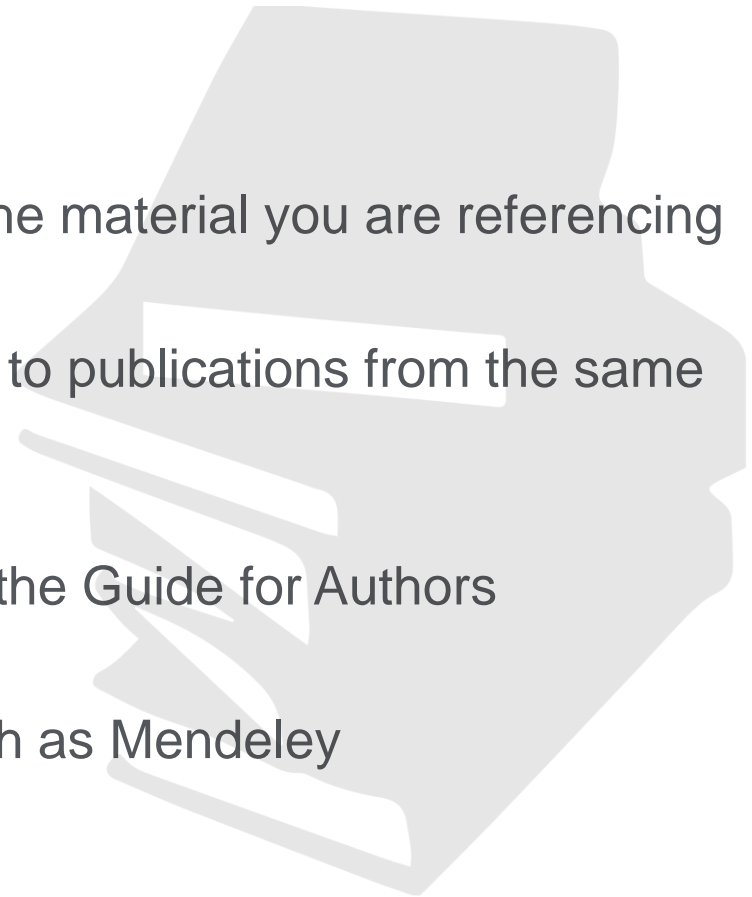
Who should I acknowledge?

- Advisors
- Financial supporters and funders
- Proof readers and typists
- Suppliers who may have donated materials



What tips do you have for: the references?

- Do not use too many references
- Always ensure you have fully absorbed the material you are referencing
- Avoid excessive self citations or citations to publications from the same region or institute
- Conform to any requirements outlined in the Guide for Authors
- Consider using a reference manager such as Mendeley



Abstract

Keywords

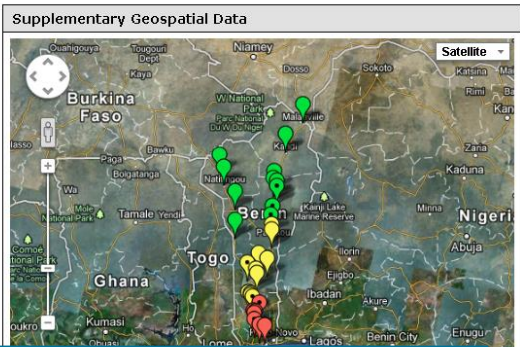
1. Introduction
2. Materials and methods
 - 2.1. Study areas
3. Results
 - 3.1. Species distribution
 - 3.2. Identification of the molecular forms of *An. gambiae s.s.*
4. Discussion

Acknowledgements

Appendix

References

Factors that influence the distribution of these malaria vectors are discussed. This study underlines the need of further investigations of biological, ecological, and behavioral traits of these species and forms to better appreciate their vectorial capacities. Acquisition of entomological field data appears essential to better estimate the stratification of malaria risk and help improve malaria vector control interventions.



Use integrated digital content, such as interactive maps

et al., 2010). The movie collection represents the status of our current understanding in *U. maydis*, and it is important to realise that the sub-cellular organisation most likely varies between fungal species. However, most of the basic organising principles and mechanisms are expected to be conserved.

Microtubules

Help with MOV files

Movie 1. Microtubule organization in *Ustilago maydis*. Microtubules are organized in a ring-like structure at the tip to the proximal septum, thereby providing con...

Options

Embed video

Data for this Article

More information on this application

Data for this article is available at the following data repositories:

13 extracted samples

Link to your data at a data repository

Think about how you could enhance your article

Include Highlights

- Highlights**
- We conducted an experiment with a typical bituminous coal sample to understand the mechanism of growth and shedding of ash deposition.
 - Based on video camera observations and measurements of the tube surface temperature, a residual layer remained on the tube after shedding of the ash deposition.
 - The distribution of particle packing fraction (PPF), particle size, and chemical composition of the deposit were analyzed by SEM and CCSEM to elucidate the growth mechanism of ash deposition.
 - A low-strength powder layer with low PPF and deficiencies of iron and alkaline compositions was formed within the initial ash layer.
 - Based on the SEM image of the residual layer remaining after shedding, failure of the ash deposit occurred in the low-strength powder layer.

Catalyst: Zn oleate	Free fatty acid content	
	10 wt.%	22 wt.%
TG Conversion (%)	100	100
FAME yield (%)	93.9	92.9
FFA conversion (%)	75.9	82.6

High free fatty acids feedstock → Simultaneous transesterification and esterification

Zn oleate (t=0) → Zn glycerolate (t=2h)

Create a Graphical Abstract

Building your paper brick by brick



Title, Abstract, and Keywords

Conclusion

Introduction

Methods


Results

Discussion

Figures/Tables (your data)



Recap – when writing your paper:

- 
- Start with your **data**
 - Move onto the main part of your article – **methods, results and discussion**
 - Show how your work advances the field via the **conclusion**
Set your work in a broader context via the **introduction**
 - Pay special attention to the **title, abstract and keywords**
 - Credit those who have helped you via **acknowledgements** and the resources you have consulted via **references**
 - **Enhance your article** via available content innovation features

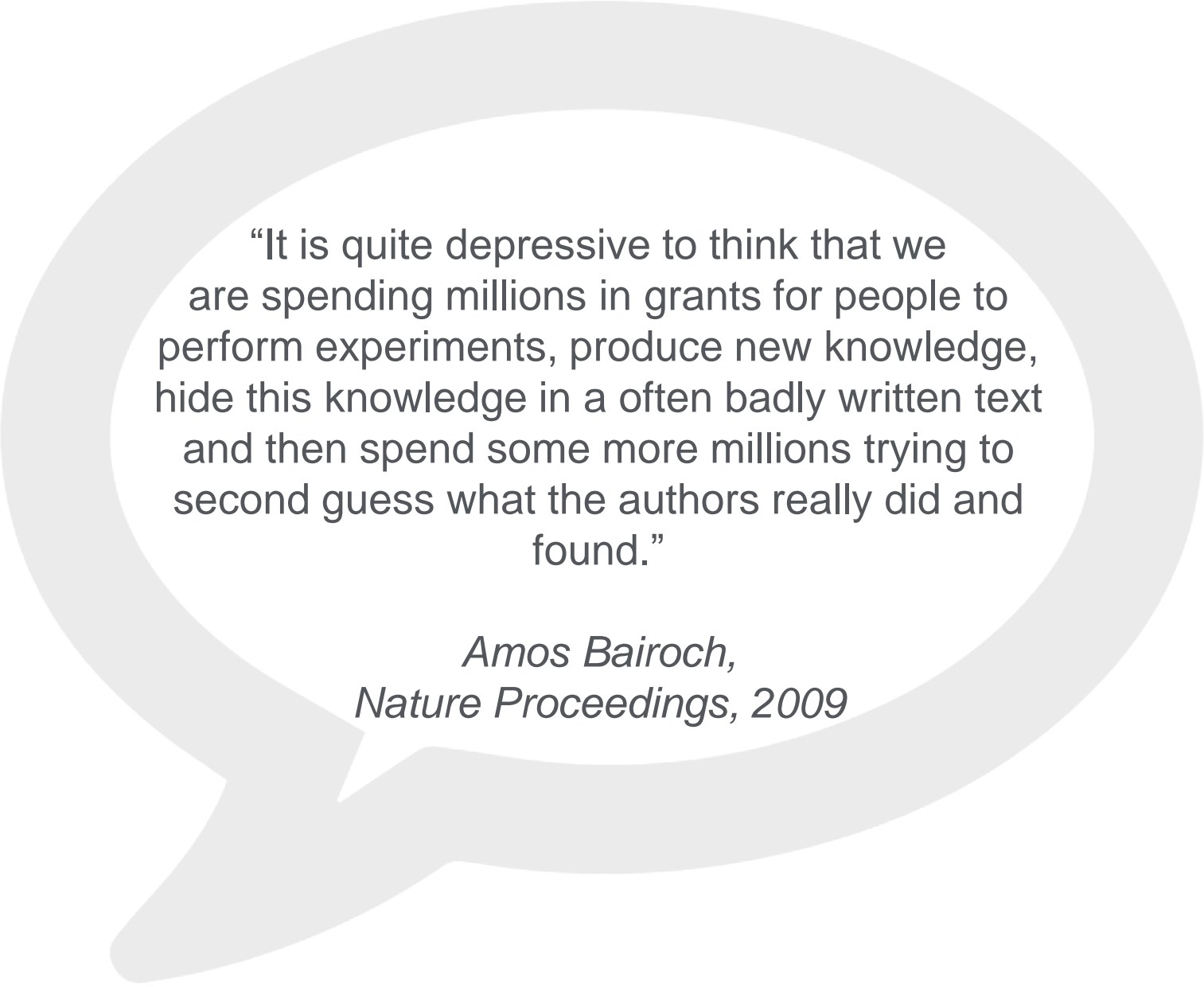


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English language





“It is quite depressive to think that we are spending millions in grants for people to perform experiments, produce new knowledge, hide this knowledge in a often badly written text and then spend some more millions trying to second guess what the authors really did and found.”

*Amos Bairoch,
Nature Proceedings, 2009*

Why is language important?

- Without clear and accurate language the meaning of the paper may be misunderstood
- Poor language quality can delay publication or lead to rejection

Do publishers correct language?

No!

It is the author's
responsibility...

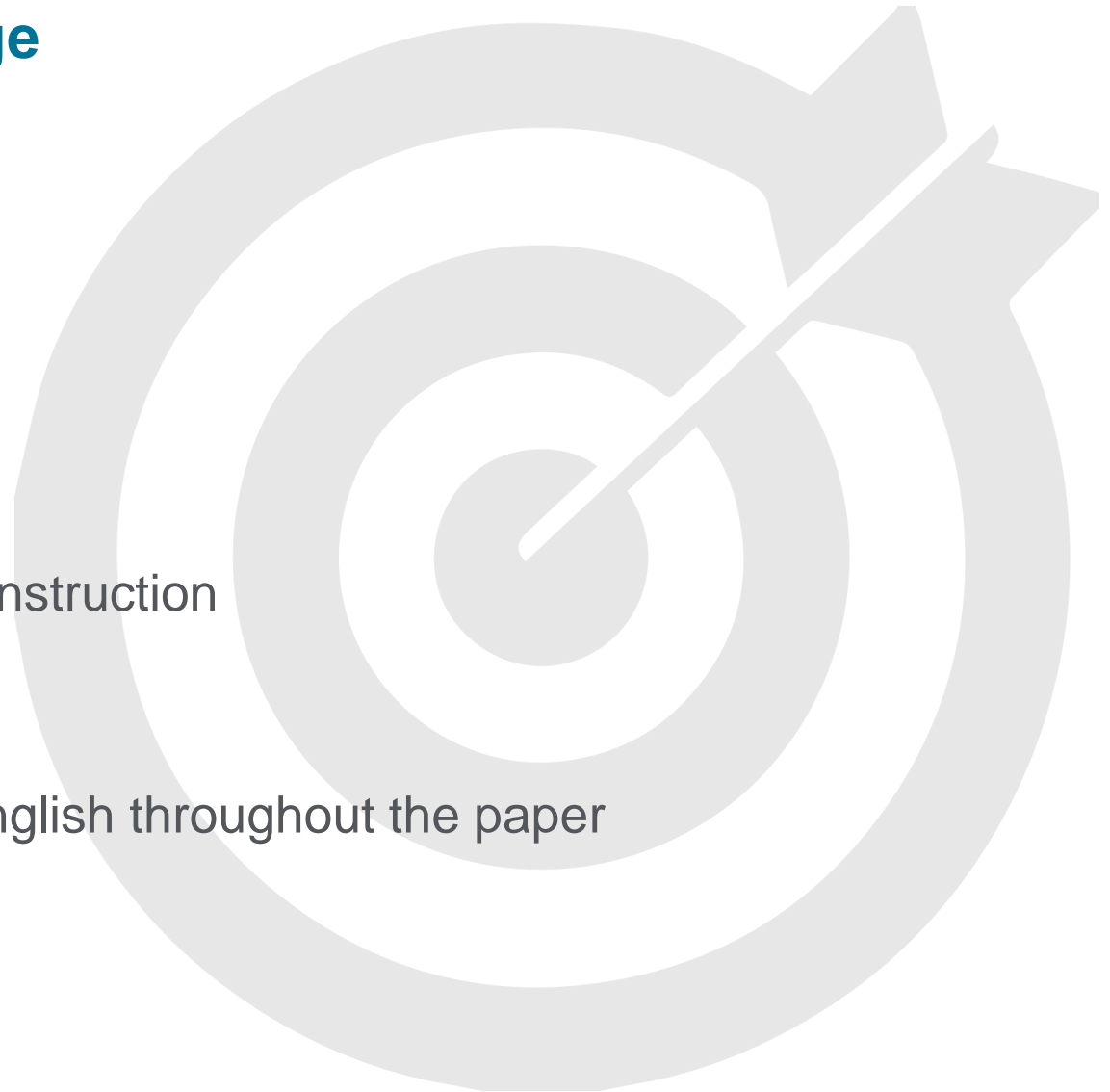
*...but **resources**
are available*

Manuscript language

- Clear
- Objective
- Accurate
- Concise

Common errors

- Incorrect sentence construction
- Incorrect tenses
- Incorrect grammar
- Inconsistent use of English throughout the paper
- Sentences too long



Recap – manuscript language:

- Good language is vital to ensure readers **understand** your message
- Good language is key to getting your paper **accepted** for publication by busy editors and reviewers
- **Publishers do not edit** your language for you but they do provide resources and services to help
- The **author is responsible** for how their research is conveyed
- Write **clearly and concisely**



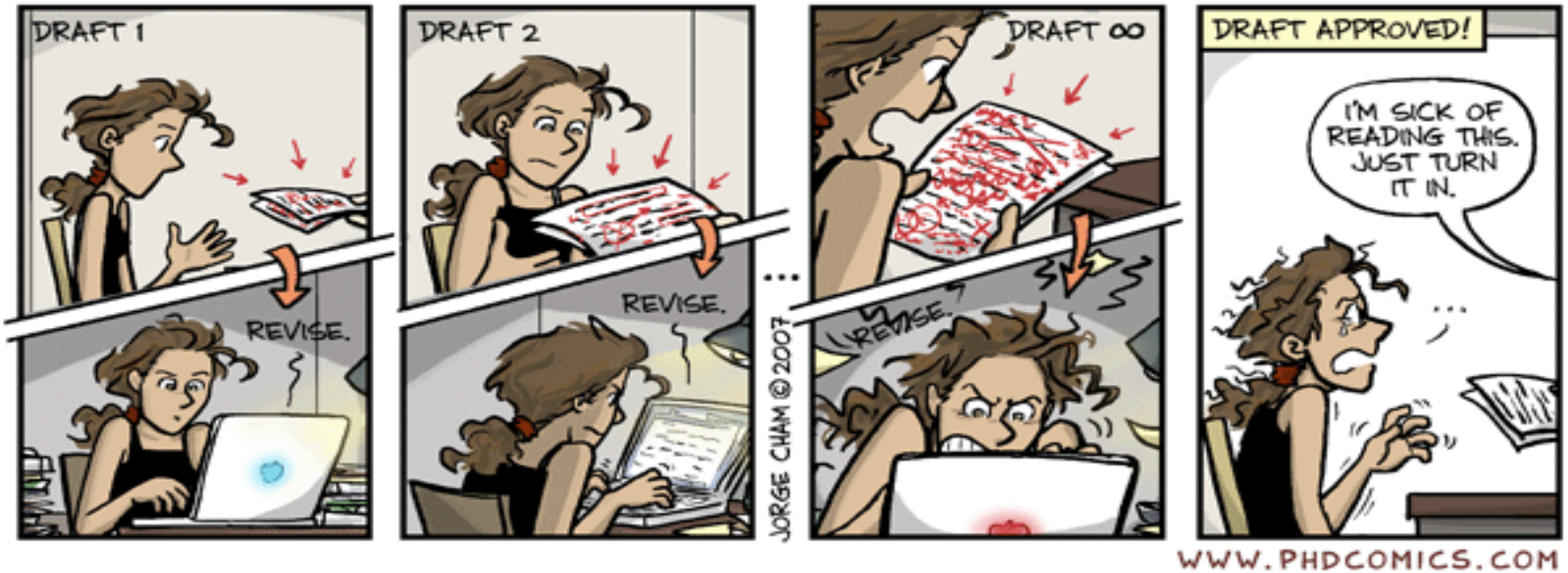
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Submitting your paper



Revise before submission



Covering Letter

Professor H. D. Schmidt
 School of Science and Engineering
 Northeast State University
 College Park, MI 10000
 USA

January 1, 2008

Dear Professor Schmidt,

Enclosed with this letter you will find an electronic submission of a manuscript entitled "Mechano-sorptive creep under compressive loading – a micromechanical model" by John Smith and myself. This is an original paper which has neither previously nor simultaneously in whole or in part been submitted anywhere else. Both authors have read and approved the final version submitted.

Final approval from all the authors

Mechano-sorptive is sometimes denoted as accelerated creep. It has been experimentally observed that the creep of paper accelerates if it is subjected to a cyclic moisture content. This is of large practical importance for the paper industry. The present manuscript describes a micromechanical model on the fibre network level that is able to capture the experimentally observed behaviour. In particular, the difference between mechano-sorptive creep in tension and compression is analysed. John Smith is a PhD-student who within a year will present his doctoral thesis. The present paper will be a part of that thesis.

Explanation of the importance of the research

Three potential independent reviewers who have excellent expertise in this field and this paper are:

- Dr. Fernandez, Tennessee Tech, email1@university.com
- Dr. Chen, University of Maine, email2@university.com
- Dr. Singh, Colorado School of Mines, email3@university.com


Suggested reviewers

I would very much appreciate if you would consider the manuscript for publication in the *International Journal of Science*.

Sincerely yours,

A. Professor

Recap – submitting your paper:

- 
- Check
 - Check
 - Check (again)
 - Include a **covering letter**



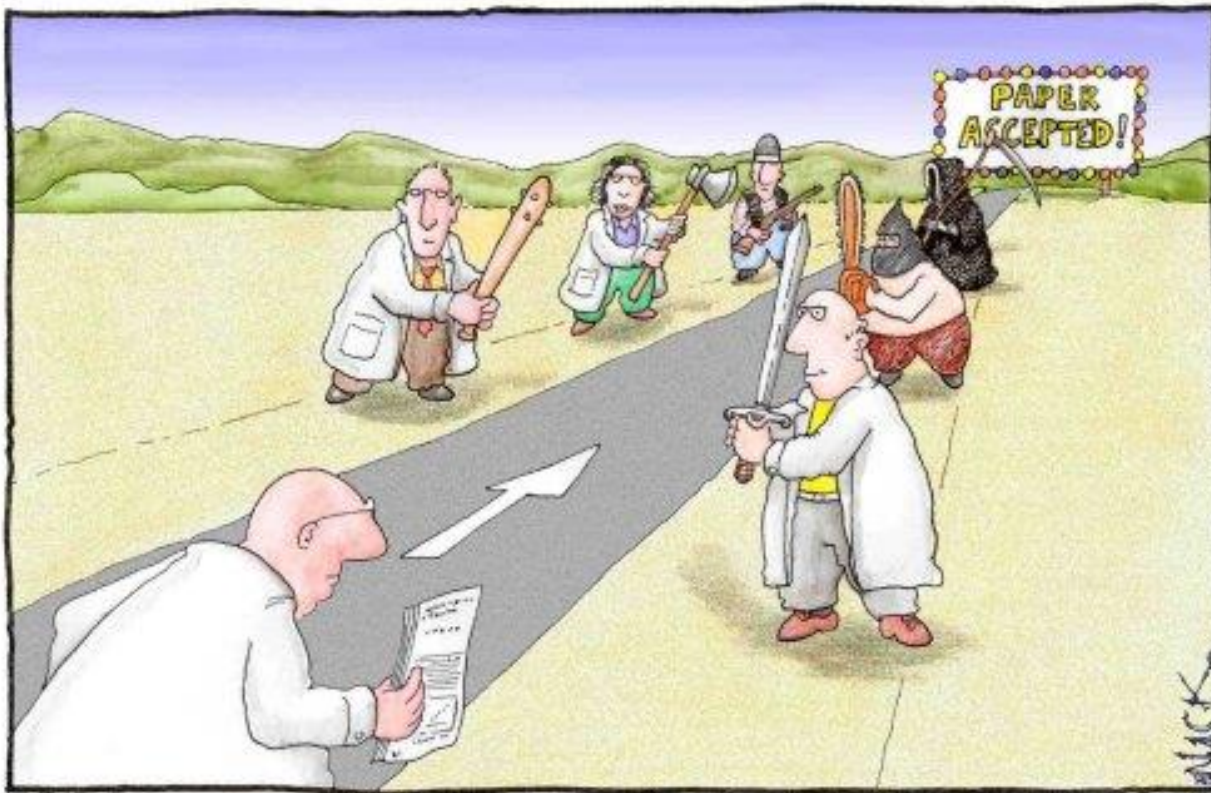
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Review

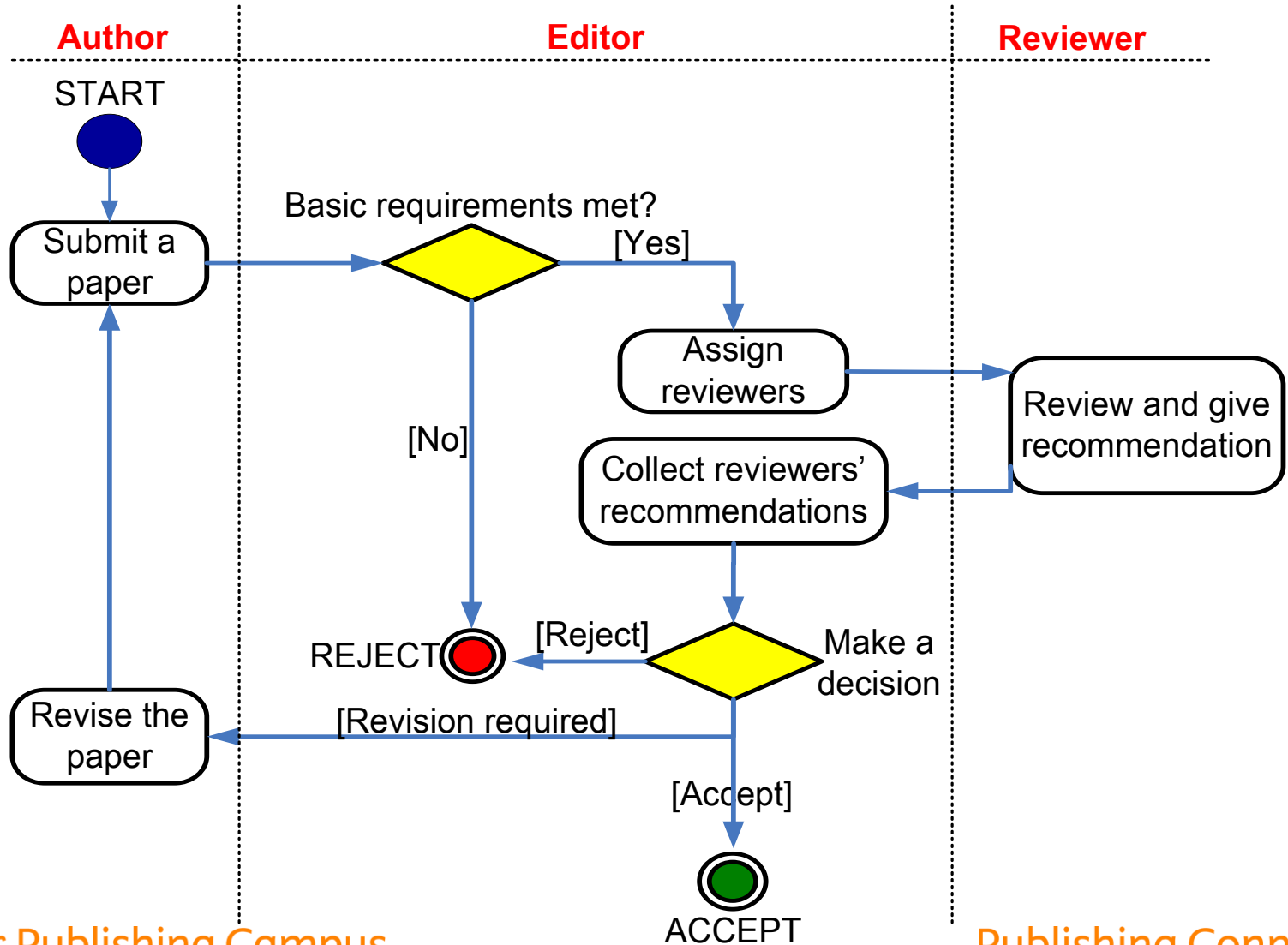


Not how it works



Most scientists regarded the new streamlined peer-review process as 'quite an improvement.'

What actually happens



Peer review



- Helps to determine the quality, validity, significance, and originality of research
- Helps to improve the quality of papers
- Publishers are outside the academic process and are not prone to prejudice or favour
- Publishers facilitate the review process by investing in online review systems and providing tools to help Editors and Reviewers

What are reviewers looking for?

- Importance of the hypothesis
- Originality
- Clear progression through the paper
- Well presented



Addressing reviewer and editor feedback

ADDRESSING REVIEWER COMMENTS

BAD REVIEWS ON YOUR PAPER? FOLLOW THESE GUIDELINES AND YOU MAY YET GET IT PAST THE EDITOR:

Reviewer comment:

"The method/device/paradigm the authors propose is clearly wrong."

How NOT to respond:

✗ "Yes, we know. We thought we could still get a paper out of it. Sorry."

Correct response:

✓ "The reviewer raises an interesting concern. However, as the focus of this work is exploratory and not performance-based, validation was not found to be of critical importance to the contribution of the paper."

Reviewer comment:

"The authors fail to reference the work of Smith et al., who solved the same problem 20 years ago."

How NOT to respond:

✗ "Huh. We didn't think anybody had read that. Actually, their solution is better than ours."

Correct response:

✓ "The reviewer raises an interesting concern. However, our work is based on completely different first principles (we use different variable names), and has a much more attractive graphical user interface."

Reviewer comment:

"This paper is poorly written and scientifically unsound. I do not recommend it for publication."

How NOT to respond:


✗ "You #&@*% reviewer! I know who you are! I'm gonna get you when it's my turn to review!"

Correct response:

✓ "The reviewer raises an interesting concern. However, we feel the reviewer did not fully comprehend the scope of the work, and misjudged the results based on incorrect assumptions."

www.phdcomics.com

Recap – the review process:

- 
- The review process is managed by the handling editor
 - Editors can and do desk reject papers
 - Papers that pass the basic journal requirements are sent out for review where expert peers provide assessments
 - Papers may be accepted, rejected or sent back to the author for revision
 - Reviewers and editors are looking for novel research of high technical quality
 - The revision process should be seen as constructive



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Publishing ethics




What is unethical behaviour?

- **Fabrication of data or cases**
- **Wilful falsification of data**
- **Plagiarism**
- No ethics approval
- Not admitting missing data
- Ignoring outliers
- No data on side effects
- Gift authorship
- Redundant publication
- Inadequate literature search



**Serious
ethical
violations**



**Questionable
research
practices**

What is plagiarism?

“Plagiarism is the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit, including those obtained through confidential review of others’ research proposals and manuscripts.”

*Federal Office of Science and
Technology Policy, 1999*

Copying any of these would be plagiarism:

- Words (language)
- Ideas
- Findings
- Writings
- Graphic representations
- Computer programs
- Diagrams Graphs
- Illustrations
- Information
- Lectures
- Printed material
- Electronic material

Did you know? Plagiarism also includes:

- **Paraphrasing** - restating someone else's ideas while not copying their actual words verbatim.
- Copying one's own work (called “**text re-cycling**” or “**self-plagiarism**”) is a grey area.

What is duplicate submission / publication?

- Submitting to / publishing one's paper in multiple journals
- Such papers are easily detected
- Don't send your paper to a second journal unless it is rejected or you withdraw it

How do publishers detect plagiarism and duplicate publication?



Authorship: Do's and don'ts



General principles for who is listed first:

First Author:

- Conducts and/or supervises the data analysis and the proper presentation and interpretation of the results
- Puts paper together and submits the paper to journal

Co-Author(s):

- Makes intellectual contributions to the data analysis and contributes to data interpretation
- Reviews each paper draft
- Must be able to present the results, defend the implications and discuss study limitations



Abuses to be avoided:

Ghost Authors:

- Leaving out authors who should be included

Scientific Writers and Gift Authors:

- Including authors when they did not contribute significantly

What is a conflict of interest?

- Direct financial
e.g. employment, stock ownership, grants, patents
- Indirect financial
e.g. honoraria, consultancies, mutual fund ownership, expert testimony
- Career & intellectual
e.g. promotion, rivalry
- Institutional
- Personal belief



Severe consequences for publishing misconduct

Potential consequences can vary according to the severity of the misconduct and the standards set by the journal editors, institutions and funding bodies.

Possible actions include:

- Written letters of concern and reprimand
- Article retractions
- Some form of disciplinary action on the part of the researcher's institute or funding body



Recap – publishing ethics:

- Never be tempted
- Only submit one article at a time
- Acknowledge all authors that should be credited and none that shouldn't
- Disclose any conflicts of interest
- The potential consequences are severe



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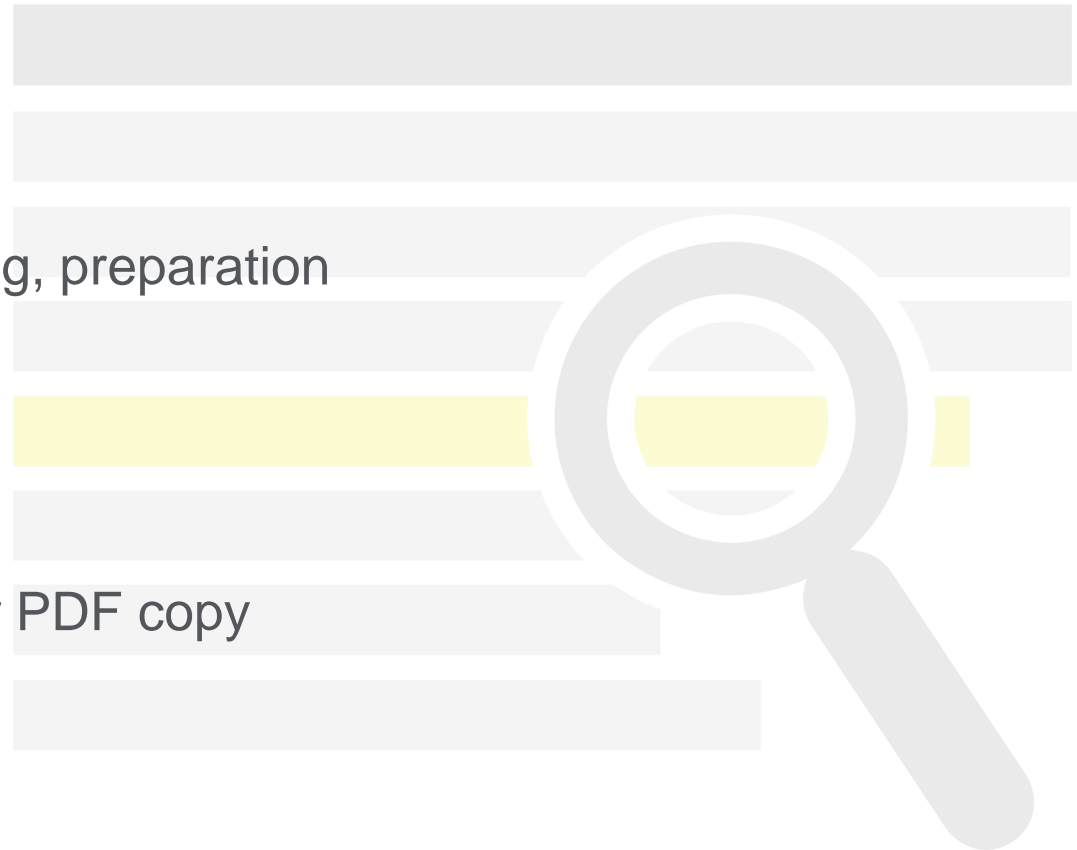
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Dissemination



Journal article production

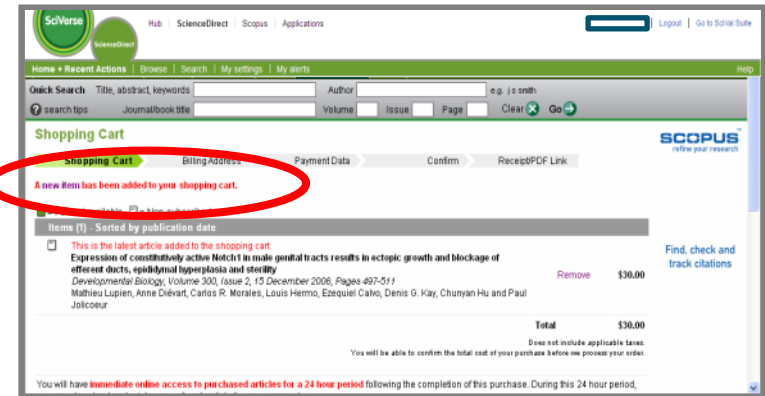
- **Preprint**
Author submits manuscript
- **Manuscript accepted**
- **Document proof**
Copy editing, Author proofing, preparation for publishing
- **Published journal article**
Logo, pagination, branding
- **Electronic Warehouse**
Published as print, HTML or PDF copy



Publishing models

Traditional publishing

- Authors publish free of charge
- Institutions or individuals subscribe to journals



Open access publishing

- Author (or institution/funding agency) pays an article publication fee
- Article is made freely available to all online
- Some journals publish exclusively open access
- Other subscription journals offer open access options



What is open access?

Free and permanent access to scholarly research combined with clear guidelines (user licenses) for users to re-use the content.

Gold open access

- After submission and peer review, an article publishing charge (APC) is payable
- Upon publication everyone can immediately and permanently access the article online

Green open access

- After submission and peer review in a subscription journal, the article is published online
- Subscribers have immediate access and the article is made open access either through author self-archiving, publisher deposit or linking.

How can I make sure my research gets the attention it deserves?



1. Preparing your article

Search engine optimization:

- Keywords
- Subheadings
- Picture labels



2. Promoting your published article

- Audioslides
- Conferences
- Share links
- Social media
- Social networks



3. Monitoring your article

Monitor by:

- Citations
- Views
- Downloads
- Altmetrics

Elsevier Publishing Campus

Training. Advice. Discussion. Networking.

Packed with free online lectures and interactive courses, together with expert advice and resources to help on your way to publishing a world-class book or journal article.

College of Skills Training

Boost your publishing skills in journals and books



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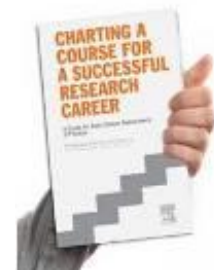
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