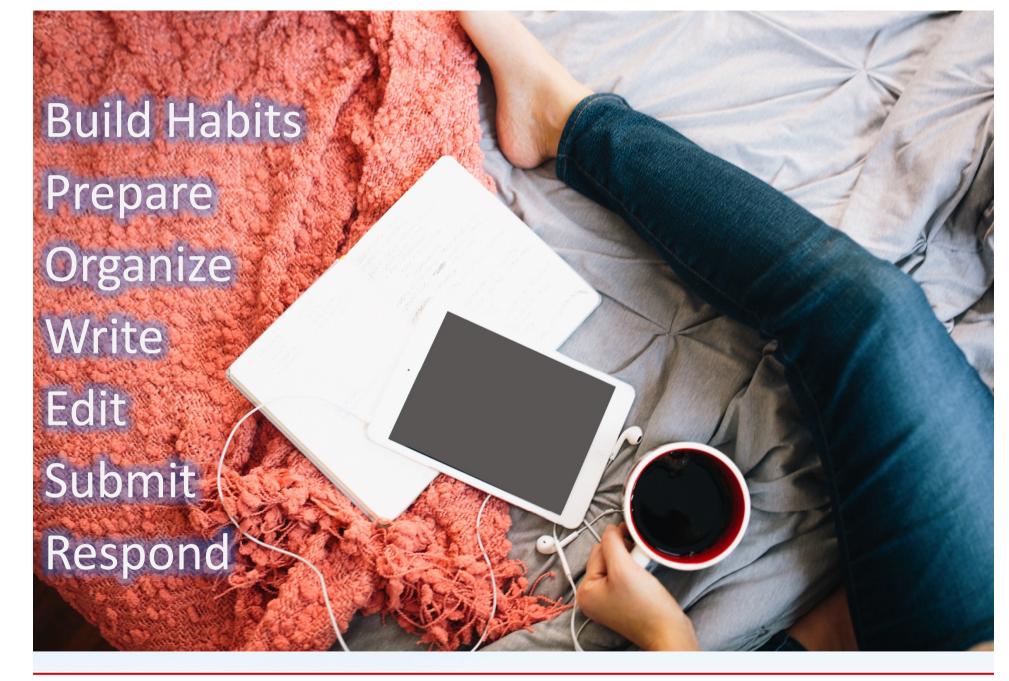
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## How to Write a Research Paper in English

#### Steven D. Ward

Korean Association of Medical Journal Editors Seoul, South Korea; Jan. 30<sup>th</sup>, 2016













## **Build Habits**

- 1. Create your own writing ritual
- 2. Read every day
- 3. Write every day



## Writing Rituals

- Earnest Hemmingway wrote standing up at his typewriter
  - James Joyce wrote lying down in bed
- Maya Angelou leaves her house at 5am and goes to a hotel to write
- Demosthenes of Ancient Greece shaved half of his head while he was writing, so that he wouldn't be tempted to go out and socialize.
- Victor Hugo (Les Miserable) threw away his clothes so he couldn't leave the house even if he wanted to
- Honore de Balzac drank 50 cups of coffee per day

What do they all have in common?



## Writing Rituals cont'd

The big secret to writing rituals and selfdiscipline in general:

Intentionally limit the number of decisions that have to be made.

 All the energy and willpower we use deciding where and when to write can be used for actual writing.



## Write (and read) every day

- Keep two (2) journals
  - One digital (for scientific writing and exercises)
  - One long hand (for noting down common vocabulary and expressions as you read journal articles in your field).

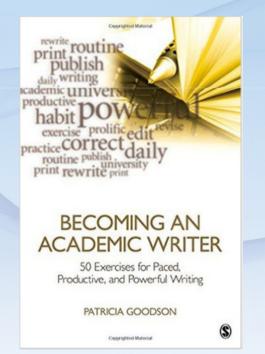
"When we write, a unique neural circuit is automatically activated," said <u>Stanislas Dehaene</u>, a psychologist at the Collège de France in Paris. "There is a core recognition of the gesture in the written word, a sort of recognition by mental simulation in your brain.

"And it seems that this circuit is contributing in unique ways we didn't realize," he continued. "Learning is made easier." What's Lost as Handwriting Fades Maria Konnikova New York Times June 2, 2014

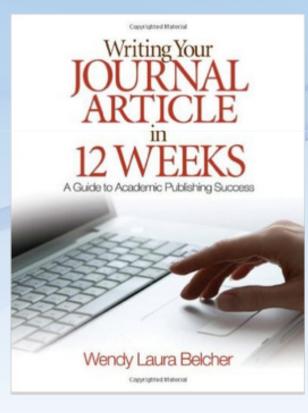


## **Daily Writing Exercises**

Becoming an Academic Writer; 50 exercises for paced, productive, and powerful writing



Writing Your Journal Article in 12 Weeks; a guide to academic publishing success









## Select a Target





## **Submission process**

Journals want you to succeed

Need to follow their instructions

#### JAMA Instructions For Authors

Clicking on a section will scroll this page down to the relevant content

Show All Subsections | Hide All Subsections

General Information Editorial Office Contact Information

- Editorial Policies for Authors
- Editorial Review and Publication
- Categories of Articles
- Articles Requiring a Presubmission Inquiry
- Manuscript Preparation and Submission Requirements
- Tables
- Figures
- Online-Only Supplements and Multimedia Manuscript Checklist

http://jama.jamanetwork.com/public/instructionsForAuthors.aspx





#### **Standard tool for sending documents**

• Need to use for international submissions



hôncom

 Not HWP (not so useful outside of Korea, though useful and common inside)



## Helpful MS Word features

- Spell and Grammar checks
- Built-in thesaurus and dictionaries
- Translate function
- Readability Statistics
- Review Tools



## MENDELEY

Mendeley Desktop File Edit View Tools Help

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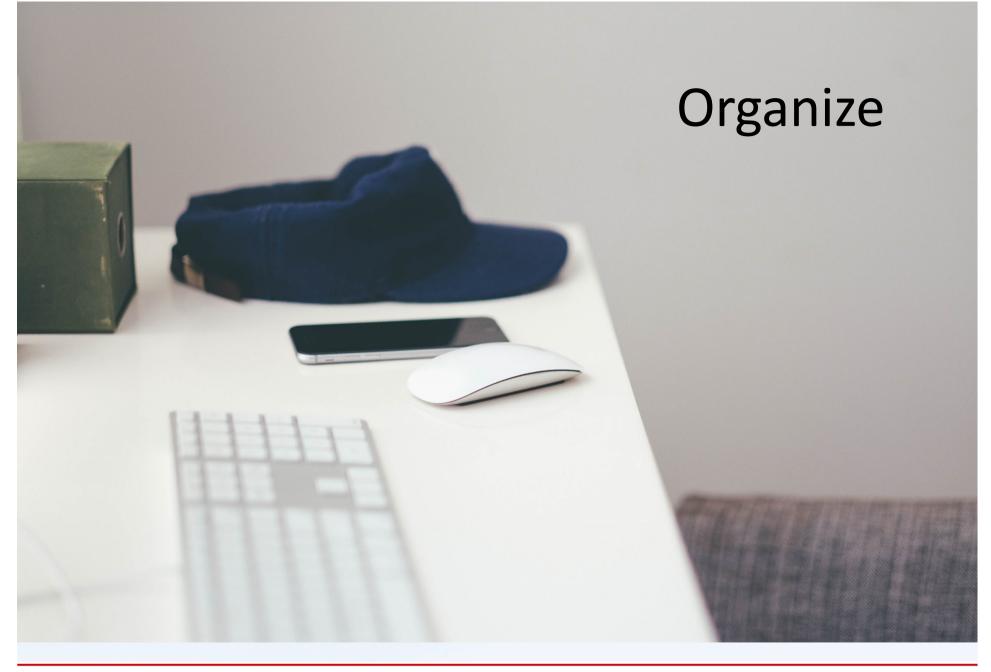
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## **Further Tools**

**References:** 

- Zotero, EndNote
- Plagiarism Help:
- iThenticate, Copy Killer, TurnItIn, WriteCheck, Grammarly

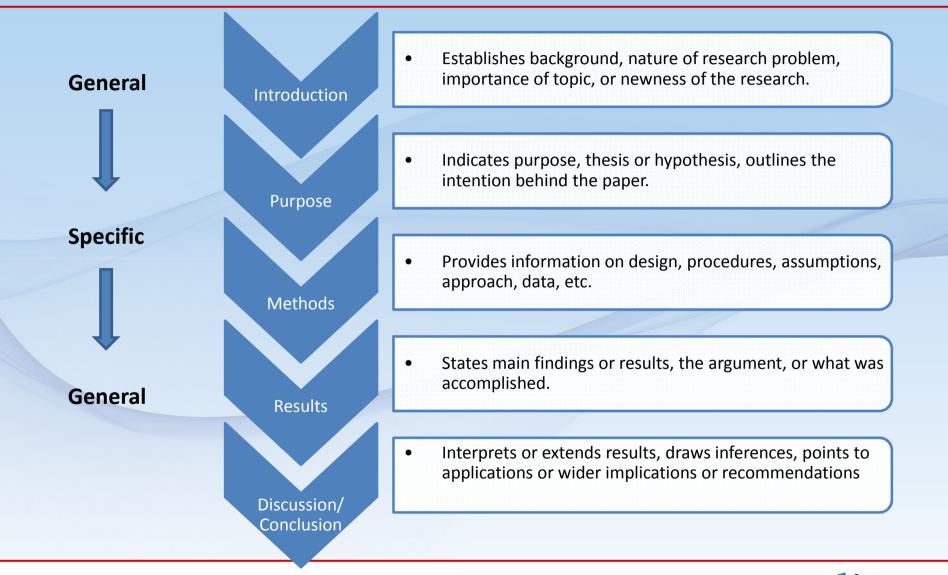








## Parts of a journal article





## Main parts of the Introduction





## Step 1: Establish the research area

The cumulative effects of environment pollution on climate change and ecological deterioration **are growing** prominent.

The delta function **has played** an enormous role in the development and advancement of quantum mechanics **since** its introduction by Dirac [1].

General statements are key here.



## Step 2: Identify a research problem

Many Chinese researchers **have studied** the EKC hypothesis with time series data (Zhang, 1999; Zhao, 2005; Song et al., 2007; Chen et al., 2009; Peng, 2006; Ling et al., 2001). Their findings **are inconclusive and sometimes contradictory**.

However, the evaluation of the coefficient *B* (often called  $U_0$  in literature) is not obvious and has been the subject of some disagreement [8–11].

This is the 'however' statement.



# Step 3: Your paper becomes the solution

**Our purpose in this paper is** to present a unified picture of how by letting the range of the square well approach zero in one, two, and three dimensions, one **may deduce** the bound-state structure in the delta function limit.

In order to explore the interactions and feedback between environment quality and economic growth and measure the time lag between them, **this paper builds** several models on the basis of time series data analyses and **carries out** a comprehensive study of the relationship between industrial pollution and economic factors.

Other key phrases include 'here' or 'in this study'.



## Structure of the Methods section

- Reader needs to understand experimental procedures
- Briefly mention common procedures
- Include enough detail so readers can understand how experiments were done
- Also include a description of statistical methods employed in the study
- Provide a detailed version of procedures Supplemental Data (as needed)
- Who approved the study (as needed)
- Statement of the funding source and Institutional Review Board (IRB) guidelines followed (as needed)







#### Condensed and extended Methods sections

Variatio	Variation in Methods Sections					
Condensed	Extended					
Tends to describe familiar, standard me	ethods Tends to describe new or unusual methods					
No named subsections	Provides background information					
Uses abbreviations and citations as sho	rthand Uses longer descriptions					
Running series of verbs (e.g. "collected, stained and stored	Usually one finite (main) verb per clause					
Few "by + verb-ing" statements (explaining "how")	Several "how" statements					
Few definitions and examples	Few definitions and examples					
Few justifications (explaining "why")	Several justifications ("in order to")					
Few linking phrases	Wide range of linking phrases					

Adapted from Swales JM, Feak CB. Academic Writing for Graduate Students, 2<sup>nd</sup> ed. Ann Arbor: U of Michigan; 2004.



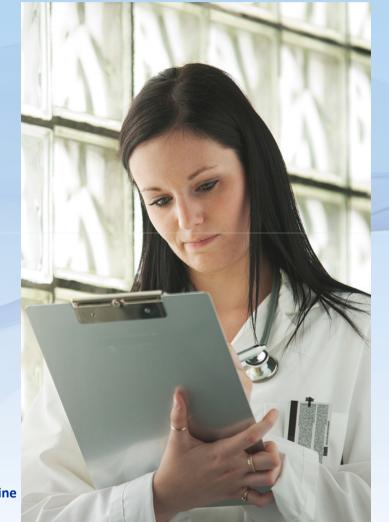
## **Results section**

- Provide a brief synopsis of key findings
- Discuss possible explanations for the findings
- Compare study results with relevant published findings
- Use tables and figures when possible
- Discuss the limitations of the present study
- Mention future research directions
- Conclude with clinical implications of the work, as needed

#### **Annals of Internal Medicine**

Established in 1927 by the American College of Physicians

Annals of Internal Medicine http://www.annals.org/





## Content of the Discussion section

**Explanation of results:** comment on whether or not the results were expected and present explanations for the results; go into greater depth when explaining findings that were unexpected or especially profound

**References to previous research:** compare your results with the findings from other studies, or use the studies to support a claim

**Deduction:** a claim for how the results can be applied more generally

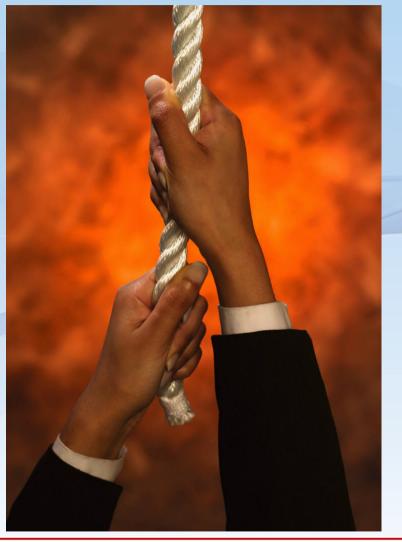
**Hypothesis:** a more general claim or possible conclusion arising from the results [which may be proved or disproved in subsequent research]



## Writing the Conclusion

- State conclusions in clear, simple language
- Do not simply reiterate results or the discussion
- Indicate opportunities for future research, if not already stated in the discussion section

The conclusion also provides a place for you to persuasively and succinctly restate your research problem, given that the reader has now been presented with all the information about the topic.



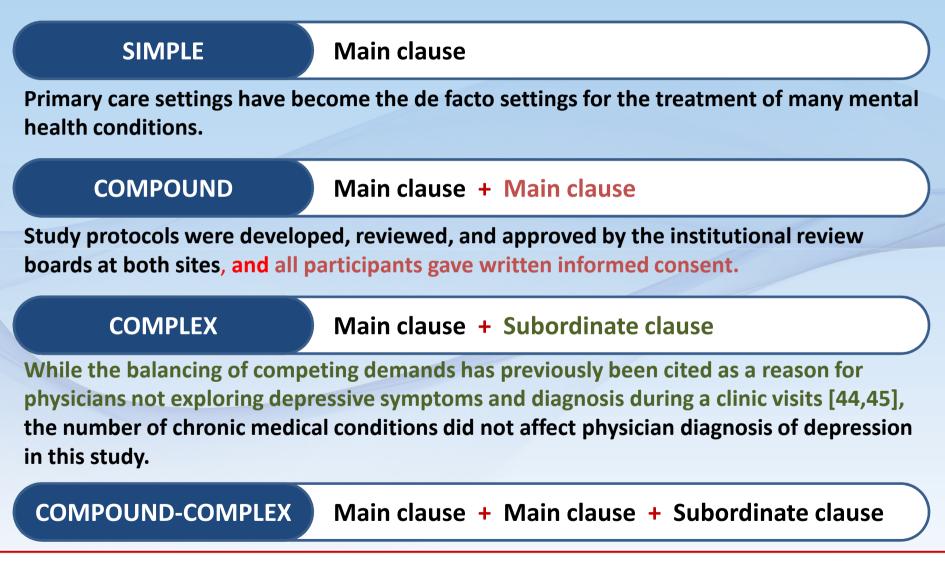






Part 4/7

## Sentence structures



## **Sentence Writing**

#### Simple Sentence: has one independent clause

- Freshwater boils at 100° Celsius at sea level.
- Freshwater boils at 100° Celsius and freezes at 0° Celsius.
- Freshwater and saltwater do not boil at the same temperatures.
- Freshwater and saltwater do not boil and do not freeze at the same temperatures.



## **Simple Sentences Practice**

Write 2 simple sentences with:

- 1 subject and 1 verb
- 1 subject and 2 verbs
- 2 subjects and 1 verb
- 2 subjects and 2 verbs





## **Sentence Writing**

**Compound Sentences:** two or more independent clauses joined together

1) With a coordinator ('FAN BOYS')

Saltwater boils at a higher temperature than freshwater, so food cooks faster in saltwater.

2) With a conjunctive adverb

Saltwater boils at a higher temperature than freshwater; therefore, food cooks faster in saltwater.

3) With a semicolon

Saltwater boils at a higher temperature than freshwater; food cooks faster in saltwater.



#### **Making Compound Sentences**

#### , coordinator ('FANBOYS') ; conjunctive adverb, ; accordingly, , for ; consequently, , and ; for example, , nor ; furthermore, , but ; hence, , or ; however, , yet ; in addition, , so ; in contrast,

; in fact, ; indeed, ; instead, ; moreover, ; nevertheless, ; on the other hand, ; otherwise, ; then, ; therefore, ; thus,



## **Compound Sentences Practice**

Write compound sentences using:

- Each coordinator ('FAN BOYS') once
- A semicolon (';') + 5 different conjunctive adverbs
- Only a semicolon (';')





#### **Sentence Writing**

# **Complex Sentences: contain one independent clause and one (or more) dependent clause(s)**

- With adverb clauses (when, while, because, although, if, so, that)
  - Although women in the US could own property, they could not vote until 1920.
- With adjective clauses (who, whom, which, whose, that; or relative adverb where, when)
  - Last year we vacationed in Cozumel, which features excellent scuba diving.

With noun clauses (*wh*-question word, that, whether, if)

That there is a hole in the ozone layer of the Earth's atmosphere is well known, scientists know what caused it.



## **Complex Sentences Practice**

# Write 6 complex sentences





## A compound-complex sentence has at least three clauses, at least two of which are independent.

Information and communication technology is reaching out to help people in the poorest countries improve their lives; for example, fishermen on the Bay of Bengal can now receive online weather reports that tell them when it is safe to go out.

The worldwide reach of the Internet is also providing employment opportunities in developing countries, and as greater numbers of people learn the technology these opportunities will expand.



# A compound-complex sentence has at least three clauses, at least two of which are independent.

Information and communication technology is reaching out to help people in the poorest countries improve their lives; for example, fishermen on the Bay of Bengal can now receive online weather reports that tell them when it is safe to go out.

The worldwide reach of the Internet is also providing employment opportunities in developing countries, and as greater numbers of people learn the technology these opportunities will expand.



### **Compound-Complex Sentences Practice**

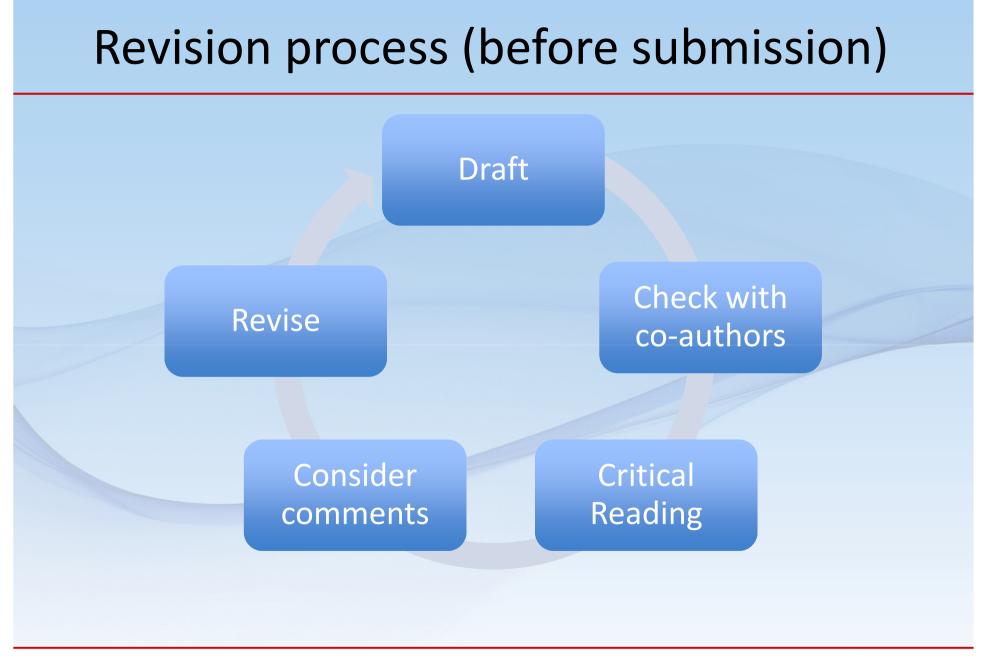
Write 4 compoundcomplex sentences













### **HOCs and LOCs**

### **Higher Order Concerns**

- Focus
- Audience
- Purpose
- Organization
- Development

### **Lower Order Concerns**

- Language
- Spelling
- Word Choice
- Punctuation
- Sentence structure (in larger writing)

# Ovr Purdue Online Writing Lab

### **Remember: It's About the Audience**

Academic writing naturally uses large words

Make an effort to avoid extra (large) words and jargon

Keep text as simple as possible





### **Big Words** amorphous shapeless determine ascertain stop/pause cessation clotting/thickening coagulation miniscule tiny system of names nomenclature orientate orient terminate end



# Wordy Phrases

during the course of	during
exhibits the ability	can
has proved itself to be	has proved, is
inasmuch as	since
in the event that	if
in the majority of instances	usually, generally
on a daily basis	daily
until such time as	until



## Redundancies

absolutely essential	essential
actual experience	experience
combine into one	combine
cubic meters in volume	cubic meters
current status	status
different varieties	varieties
final outcome	outcome
past history	history
triangular in shape	triangular



### Your turn...

• One-on-one time with teachers can be a powerful influence on youth at risk of dropping out of school.

 During the course of the election the two campaigns combined into one, clearly affecting the final outcome.

 The past history of the chimpanzee's family gave it absolutely essential experience with group politics.



### Your turn...

- One-on-one time with teachers can be a powerful influence on youth at risk of dropping out of school.
  - Mentoring is often seen as a key factor for improving graduation rates.
- During the course of the election the two campaigns combined into one, clearly affecting the final outcome.
  - During the election the two campaigns combined, clearly affecting the outcome.
- The past history of the chimpanzee's family gave it absolutely essential experience with group politics.
  - The history of the chimpanzee's family gave it essential experience with group politics.



## **Readability Statistics**

- Word and sentence count (basic)
- Words per sentence (avg. 17–22)
- Passive sentences (max. 25–30% for science; much less for others)
- Grade level (above 12 for publishing)

Readability Statistics	? ×	
Counts		
Words	151	
Characters	920	
Paragraphs	2	-
Sentences	6	
Averages		
Sentences per Paragraph	6.0	
Words per Sentence	23.5	
Characters per Word	5.8	
Readability		
Passive Sentences	16%	
Flesch Reading Ease	14.7	
Flesch-Kincaid Grade Level	16.2	
	ОК	



## MS Word: Track Changes

Review View Acrobat		
New Delete Previous Next	Final: Show Markup   Track   Changes •   Final: Show Markup •  Reviewing Pane •	Y
Comments	Tracking	Changes

- Industry-standard tool
- Records all changes made in a file
- Leaves author in control
- No need to re-type text



### Quoting, paraphrasing, and summarizing

**Quotations** must be identical to the original, using a narrow segment of the source. They must match the source document word for word and must be attributed to the original author.

**Paraphrasing** involves putting a passage from source material into your own words. A paraphrase must also be attributed to the original source. Paraphrased material is usually shorter than the original passage, taking a somewhat broader segment of the source and condensing it slightly.

**Summarizing** involves putting the main idea(s) into your own words, including only the main point(s). Once again, it is necessary to attribute summarized ideas to the original source. Summaries are significantly shorter than the original and take a broad overview of the source material.



## Paraphrasing Guidelines

Non-Content words must be changed

 Ninety percent of the respondents said that they were "highly satisfied" with their college experience.

Structure of the Text must be changed

 The recently opened presidential archives have confirmed long-suspected corruption.



## Paraphrasing Guidelines

- Non-Content words must be changed
  - Ninety percent of the respondents said that they were "<u>highly satisfied</u>" with their <u>college</u> experience.
  - Nine out of 10 people surveyed described being "<u>highly</u> <u>satisfied</u>" with <u>college</u> life.

### Structure of the Text must be changed

- The recently opened presidential archives have confirmed long-suspected corruption.
- Researchers substantiated their suspicions of corruption when the presidential archives were unsealed.



### **Paraphrasing Practice**

Original text	Paraphrasing
Few laboratory creatures have had such a spectacularly successful and productive history as Drosophila. It first entered laboratories about 1900, revealed its talent for experimental genetics to Thomas Hunt Morgan and his students at Columbia University in the early 1910s, and after some ups and downs in status is still going strong almost a century later.	
(from Kohler, R.E. 1994. The Lords of the Fly. The University of Chicago Press, 321 pages.)	

From: http://www.bio.davidson.edu/dept/plagiarism.html



### **Paraphrasing Practice**

### **Original text**

Few laboratory creatures have had such a spectacularly successful and productive history as Drosophila. It first entered laboratories about 1900, revealed its talent for experimental genetics to Thomas Hunt Morgan and his students at Columbia University in the early 1910s, and after some ups and downs in status is still going strong almost a century later.

(from Kohler, R.E. 1994. The Lords of the Fly. The University of Chicago Press, 321 pages.) Unacceptable paraphrasing

Despite some ups and downs in status, nearly a century after the fly revealed its talent to Thomas Hunt Morgan and his students, Drosophila genetics research continues its spectacularly successful history (Kohler, 1994).

Non-content words must also be changed

From: http://www.bio.davidson.edu/dept/plagiarism.html



#### **Original text**

Few laboratory creatures have had such a spectacularly successful and productive history as Drosophila. It first entered laboratories about 1900, revealed its talent for experimental genetics to Thomas Hunt Morgan and his students at Columbia University in the early 1910s, and after some ups and downs in status is still going strong almost a century later.

(from Kohler, R.E. 1994. The Lords of the Fly. The University of Chicago Press, 321 pages.) Drosophila is model organism with a rich and useful legacy. Upon arriving on the scene at the turn of the century, the fruit fly soon became the organism of choice for Thomas Hunt Morgan and his Columbia University pupils. Despite fluctuations in status, fly research is still central to the progress of genetics (Kohler, 1994).

**Unacceptable paraphrasing** 

The structure of the original text must also be changed



### **Original text**

### Acceptable paraphrasing

Few laboratory creatures have had such a spectacularly successful and productive history as Drosophila. It first entered laboratories about 1900, revealed its talent for experimental genetics to Thomas Hunt Morgan and his students at Columbia University in the early 1910s, and after some ups and downs in status is still going strong almost a century later.

(from Kohler, R.E. 1994. The Lords of the Fly. The University of Chicago Press, 321 pages.) Thomas Hunt Morgan and colleagues at Columbia University were among the first to use the fruit fly *Drosophila* as a model organism, adopting it as an experimental system around 1910. Since then, the popularity of the fly has waxed and waned somewhat, but the breadth and depth of current research indicates that *Drosophila* continues its legacy as an incredibly important research tool (Kohler, 1994).

Both the non-content vocabulary and structure of the original text must be changed

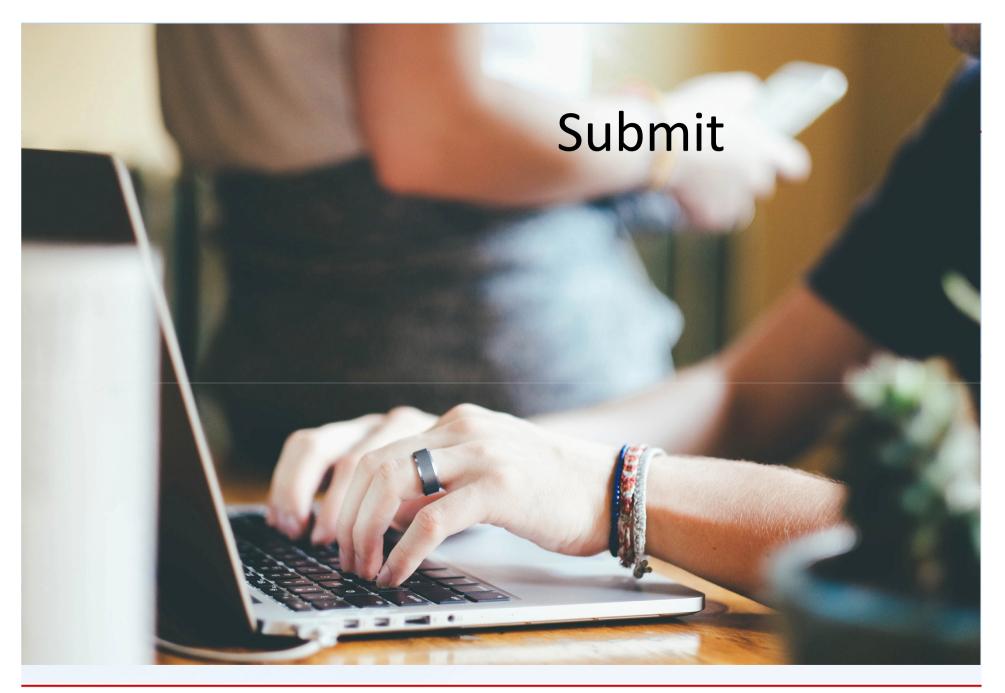


# **Red Flags**

- Uneven style or quality of writing
- Mixture of UK and US spelling
- Inconsistent terminology / abbreviations
- Repetitiveness or excessive detail
- Lack of cohesion between sentences or paragraphs









# **Types of Abstracts**

#### **Critical Abstract**

Provides, in addition to main findings and information, a judgment or comment about the study's validity, reliability, or completeness. Critical abstracts are generally 400-500 words in length due to the additional interpretive commentary. These types of abstracts are used infrequently.

#### **Descriptive Abstract**

Indicates the type of information found in the work. It makes no judgments about the work, nor does it provide results or conclusions of the research. It does incorporate key words found in the text and may include the purpose, methods, and scope of the research. Descriptive abstracts are usually very short, 100 words or less.

#### **Informative Abstract**

Acts as a surrogate for the work itself in that the researcher presents and explains all the main arguments and important results and evidence in the paper. An informative abstract is rarely more than 300 words in length.

#### **Highlight Abstract**

Specifically written to attract the reader's attention to the study. A highlight abstract cannot stand independent of its associated article, it is not a true abstract and, therefore, rarely used in academic writing.



# Abstract Format (Structured)

#### View of physicians on and barriers to patient enrollment in a multicenter clinical trial: experience in a Japanese rural area

Hiroaki Yanagawa\*1, Masatoshi Kishuku1, Masashi Akaike2, Hiroyuki Azuma2 and Minoru Irahara1

#### Abstract

**Background:** Clinical trials in the general practice setting are important for providing evidence on the effectiveness and safety of different agents under various conditions. In conducting these trials, the participation of physicians and patient recruitment are important issues. Various investigations in the literature have reported views and attitudes of physicians on various types of clinical trials. Nevertheless, there is still little information concerning physicians participating in a clinical trial and among them, those who could not recruit any patients (unsuccessful physician recruiters).

**Methods:** In 2003, we collaborated in a large-scale multicenter study of Japanese hypertensive patients (COPE Trial). In Tokushima University Hospital and 18 other medical institutions, we investigated the views and attitudes of unsuccessful physician recruiters in comparison with successful physician recruiters, using a questionnaire.

**Results:** The questionnaire was provided by mail to 47 physicians and 27 (57%) responded. The response rate was 79% for successful physician recruiters compared to 43% (P = 0.014) for unsuccessful physician recruiters. More successful physician recruiters (73%) than unsuccessful physician recruiters (42%) stated they had participated and enrolled patients in previous multicenter clinical trials. A significantly higher number of successful physician recruiters than unsuccessful physician recruiters (42%; P = 0.040) considered the presence of a support system with clinical research coordinators (CRC) as the reason for participation (80%). A large number of unsuccessful physician recruiters experienced difficulty in obtaining informed consent (67%), whereas a significantly smaller number of successful physician recruiters in the trial were as follows: inability to find possible participants (100%), difficulty in obtaining informed consent (58%), cumbersome procedures (58%), difficulty in long-term follow up (33%), and insufficient tools for explanation and obtaining informed consent (8%).

**Conclusion:** This survey showed that successful physician recruiters consider a support system with CRC of value, and that they are skillful in obtaining informed consent. These views and attitudes may have originated from past experience involving clinical trials. In this regard, we need to develop an infrastructure to enlighten physicians on this support system for the promotion of clinical trials.

- Defined sections
- Full coverage of
  - paper
- Easy for reader to understand



# Abstract Format (Unstructured)

#### The Interplay and Feedback Mechanism between Environmental Pollution and Economic Growth in China

Zhaogang Wang

#### Abstract

China's rapid economic growth has given rise to serious clashes with environment protection needs. In order to address the dilemma between environment protection and economic growth, a thorough investigation into the relationship between the two is fundamental to the formulation and implementation of environment policies. This paper uses econometric analyses of time-series data on industrial pollution and GDP per capita between 1980 and 2008, examines the long-term dynamic equilibrium and interplay between environment quality and per capita income in China, and obtains the following points. First, there is cointegration between economic growth and environment pollution in China. Second, the increase of per capita GDP has evident lag effects on environment quality. Third, the simulated structure of Generalized Impulse Response Function shows that the responses of environment quality indicators to the impulse of per capita growth rate are mostly fluctuant. Fourth, the results of variance decomposition show that the contribution of pollution indicators to the variance decomposition of GDP per capita is relatively small.

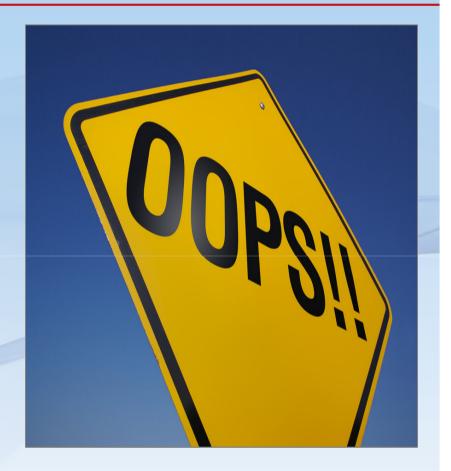
- Paragraph (usually one)
- No clear structure
- Need to ensure enough informatio n given

ed/tage.61

## Structure and content of Abstracts

### **Common mistakes**

- Hold back significant points or information
- Lack of balanced coverage
- Include references such as (Kim et al., 2000) or [1] or <sup>1</sup> in the abstract
- Include paragraphs
- Length
- Use same sentence for the first line of the abstract and the first line of the Introduction





# Title



### **Basic tips for writing titles:**

- Drop article (a/an/the) if it is the first word of the title
- Avoid expressions such as 'an investigation of'llor 'research on'll

### **Basic rules for formatting a title:**

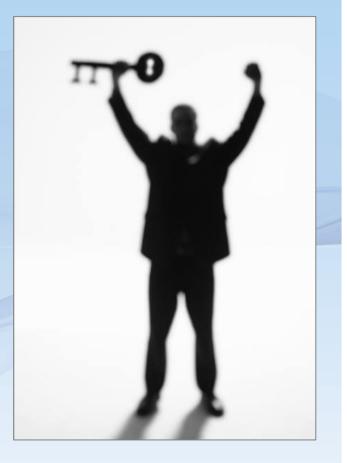
- Capitalize all words (as needed)
- Title should not be a complete sentence



# Keywords

### **Choosing Keywords**

- Choose only relevant words from title
- Obey the word limit: Usually between 3 and 10 words
- Do not combine terms
- Use Medical Subject Headings (MeSH) or keyword list from your field
- Keywords can be the name of a procedure used





U.S. National Library of Medicine National Institutes of Health

US National Library of Medicine http://www.nlm.nih.gov/mesh/authors.html



### **Cover letter**

- Standard business letter format (Purpose, Background Action)
- Clear importance
   of topic
- Statement to confirm no conflicts: multiple submissions, ethics, specific IRB guidelines followed, etc.

#### 15 May 2015

#### Gildong Hong

Professor of Anthropology at <u>Yonsei</u> University College of Arts and <u>Sceinces</u> Chief Editor of Korean Journal of Anthropology

#### Dear <u>Dr</u> Hong

I, along with my coauthors, would like to ask you to consider the attached manuscript entitled "Pre-modern Humans on Jeju Island" for publication in *[Korean Journal of Anthropology]* as an original manuscript.

This study details the recovery of archeological artifacts on South Korea's Jeju Island that suggest humans inhabited the island far earlier than previously suggested. Carbon dating of pottery and other cultural artifacts supported our suspicions. Artifacts recovered were of a ceremonial nature, but we found them wholly distinct from anything else found in the region. However, the religious markings seemed to closely match those from a similar time frame recovered from various locations in the islands of the Asia Pacific. This strongly suggests the possibility of a small band of seafarers that wandered drastically off-course before finally landing at Jeju where they lived out their last days. We believe the findings of this study are relevant to the scope of your journal and will be of interest to its readership.

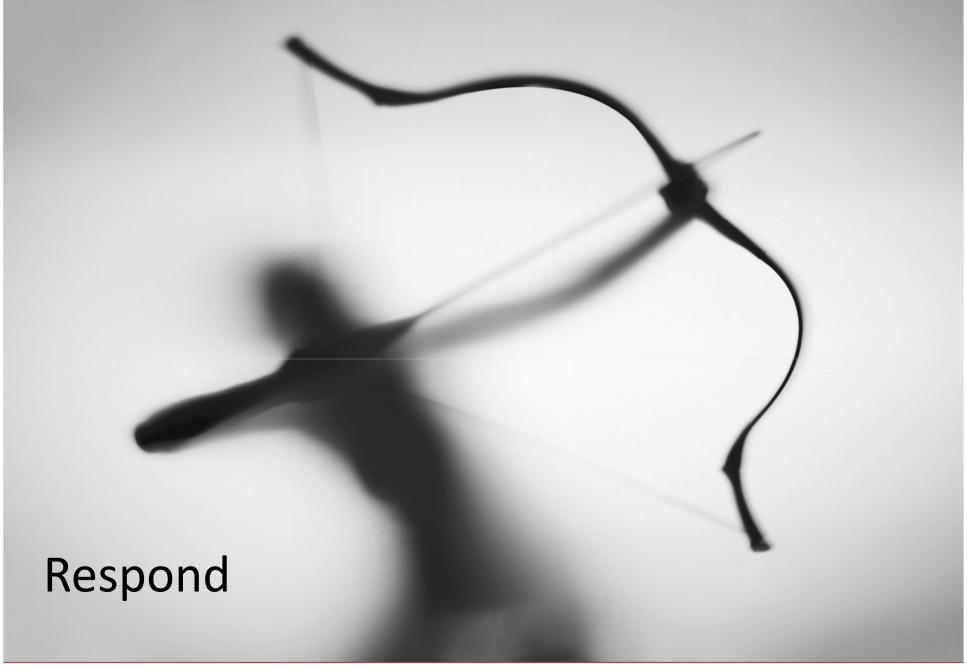
This manuscript has not been published or presented elsewhere in part or in entirety, and it is not under consideration by another journal. All study participants provided informed consent, and the <u>study design was approved by</u>. <u>the appropriate ethics review boards</u>. All the authors have approve the manuscript and agree to submission to your esteemed journal. There are no conflicts of interest to declare.

Thank you for your consideration. I look forward to hearing from you.

Sincerely,

#### Chulsoo Kim

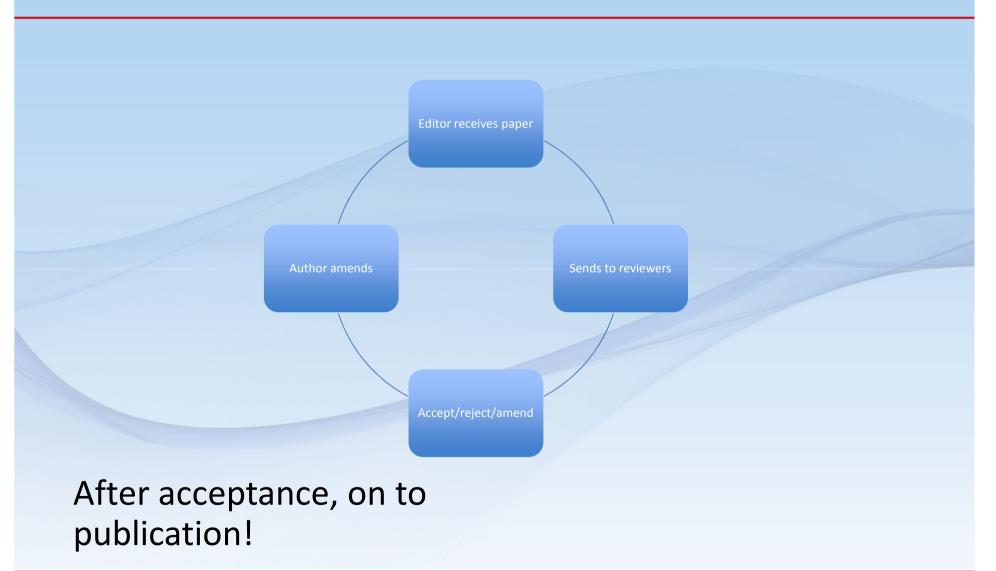
Associate Professor, Ph.D. Dept. of Anthropology, College of Social Sciences, <u>Jeju</u> National University







### **The Review Process**





### Acceptance or rejection

- Accept without any revision(s)
- Accept with revision(s)
- Reject, but recommend submission to another journal, with or without revision(s)
- Reject outright (manuscript is deemed unfit for publication)



# **Reasons for rejection**

- 1. Research questions lack novelty and/or research is of insufficient international importance or interest.
- 2. Research is redundant
- 3. Research methodology/study design is biased or flawed. Suspected misconduct: duplicate submission, plagiarism, or fabrication of data
- 4. Data is incomplete, inadequate, or incorrect
- 5. Study objective is not well-addressed or the conclusion is improper
- 6. Authorship conflict
- 7. Research topic does not align with the journal's mission statement or objective
- 8. Competing manuscript on a similar topic
- 9. Poor language or presentation of results



## Revisions

### Three 'R's of resubmission

- Recheck
- Reply
- Retranslate



### Recourse

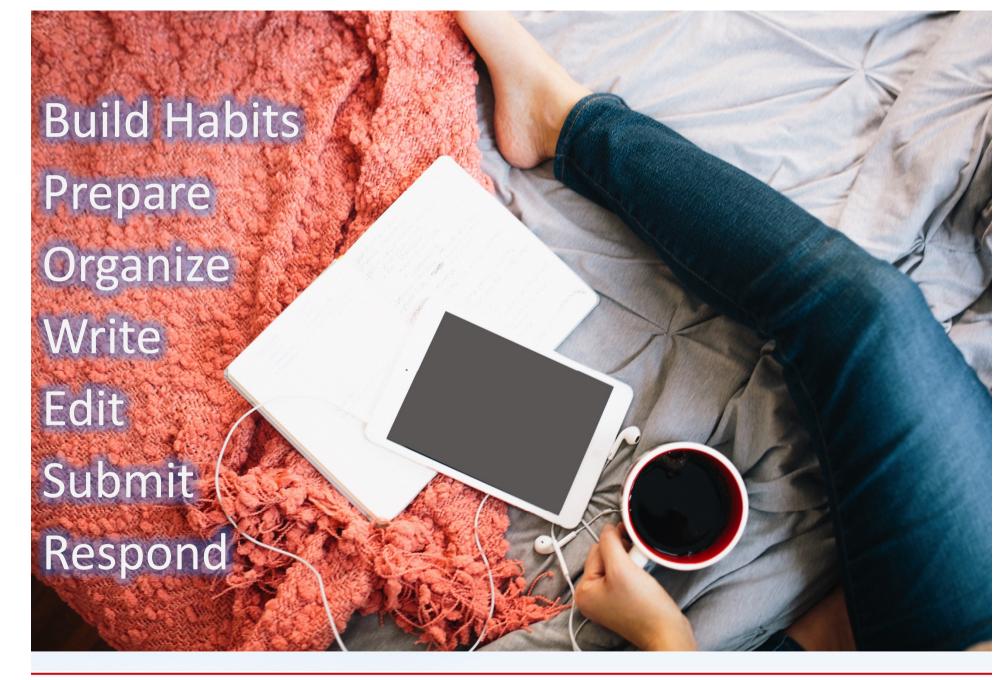
### **Choose one of the following:**

- Request the editor/referee to indicate remedial measures or provide constructive feedback
- Check referee's qualifications with journal editor
- Check if referee has any competing interests

### Keep in mind:

Peer review is a massive, global, collaboration







#### **Steven D. Ward** *Trainer, Academia*

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