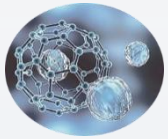
English Practice

西安交通大學
XI'AN JIAOTONG UNIVERSITY

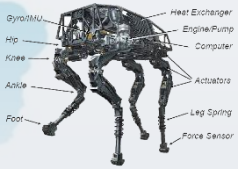
conference



Writing

How to speak English professionally?

Presentation



Networking

How to write a paper

- Order your material
- Write a concise and attractive title
- Construct a neat abstract
- Write an effective introduction
- Describe your methods so that other researchers could repeat your study
- Report your results precisely
- Make your discussion relevant and interesting

Chapter 1 Getting ready and methods

- **Order your material**
- Write a concise and attractive title
- Construct a neat abstract
- Write an effective introduction
- **Describe your methods so that other researchers could repeat your study**
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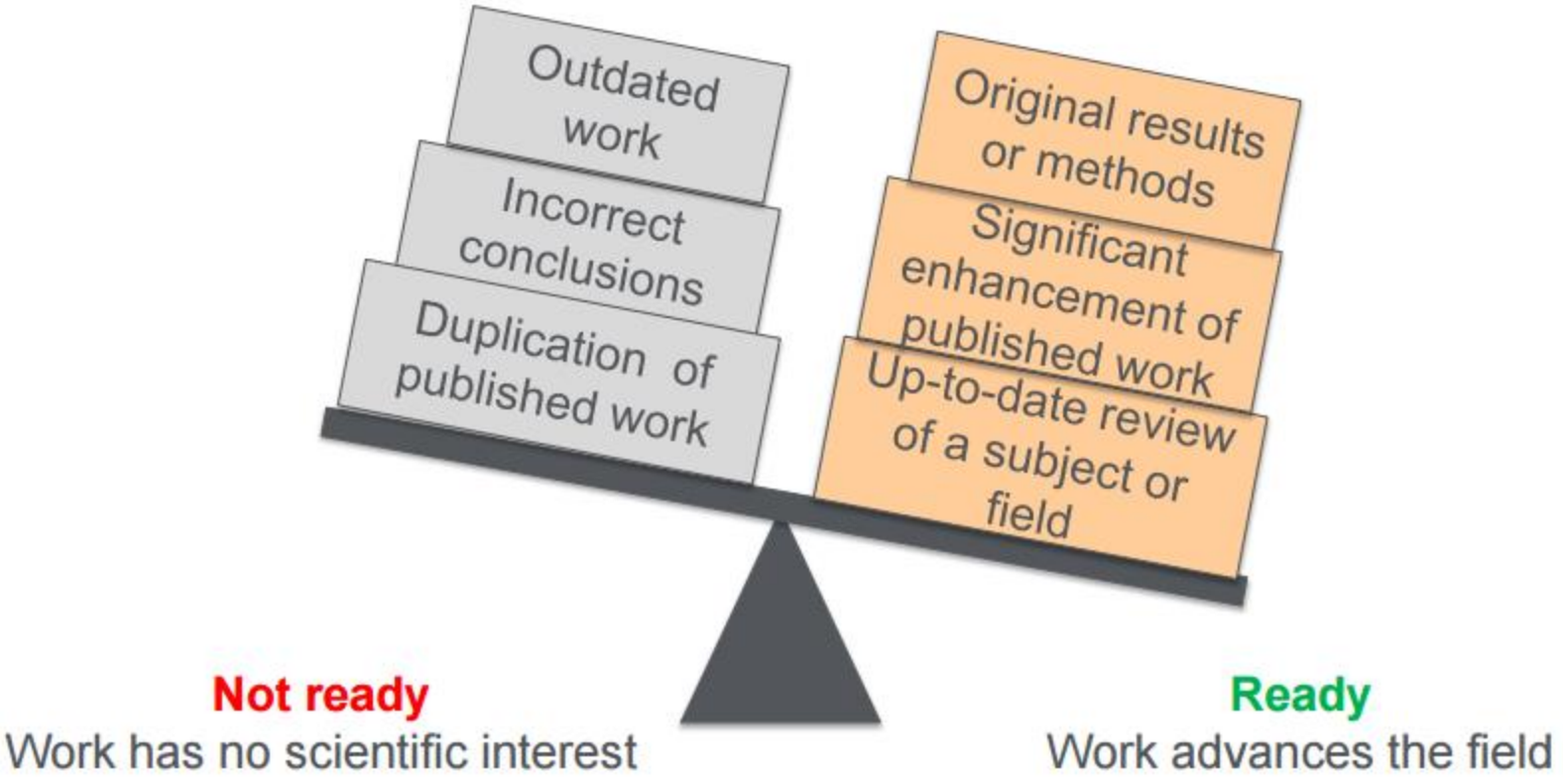
Am I ready to write a manuscript?



A strong manuscript

- Conveys a clear and useful message
- Is logically presented
- Is understood by readers

Who is our audience?

Journal selection

- **Select** ONE journal: simultaneous submissions are not permitted
- **Discuss** with supervisor and colleagues (e.g. suitability, impact factor)
- **Read** description of candidate journals for:
  - Scope and aims
  - Intended audience
  - Article types
  - Timelines (publication process duration)
  - Peer-review process (blinded vs. open)
  - Subscription vs. open access

Manuscript type

- **Full articles** (original research)
  - Substantial and complete research projects
  - Short communications
    - Are results so urgent or important that they should be shared ASAP?
- **Reviews**
  - Summaries of recent advances on specific topics (often by invitation)
- **Methodology articles**
  - Publication of a recent technique (check that the journal lists this as an option)
- **Editorials, Perspectives, Viewpoints, Letters**
  - Express an opinion about a topic. Tailored for a broader audience

Checklist before writing:

- Enough data for a full manuscript?
- Select manuscript type
- Select journal
- Select authors (lead author)
- Discuss author order (flexible)

Original research articles as an example

General structure: Full article

- Title
- Abstract
- Keywords
- Introduction
- Materials and Methods
- Results
- Discussion
- Conclusions
- Acknowledgments
- References

Which order do you generally follow to write your paper?

Getting ready to write- General Tips

- **Suggested writing order:**
  - **Introduction (The story leads the way!!!)**
  - **Methods**
  - **Results**
  - **Related Works**
  - **Discussion and Conclusions**
  - **Abstract**
  - **Title and Keywords**
- **Approximate Length:**
  - **3,000 to 4,000 words for original research**
  - **2,000 for case reports**

Getting ready to write- Outline

Develop a writing outline

1. **Central message** (how would you describe your paper in 25 words?): Start building on that.
2. **Define Materials and Methods**: briefly list population, materials used and methodology
3. **Summarize questions and problems**: what was known before the study? What have we added with our experiments? List key points of questions and problems.
4. **Go back to central message**. Your results will likely be included in it. List findings in order.
5. **Discussion and conclusions**. What do your results mean? What are the implications?

Getting ready to write- Outline

6. **Organize key points** in a logical manner (chronologically, by importance or other criteria)
7. **Developing a plan for the Introduction**: start listing gap in knowledge and purpose (refer back to central message)
8. **Develop abstract** by summarizing entire paper
9. **Work on the title**
10. Now you are ready to do some real writing.

Writing Tools

Tools for Academic Writing

- MS Word
  - Easy to install and use
  - Available templates provided for most journals
  - Editing is painful
  - Figure/Table/Citation references are killing
- Latex
  - Need to learn (but simple)
  - Need to set up environment and libraries
  - More efficient editing and good-looking
  - Figure/Table/Citation references are easy
- Overleaf (https://www.overleaf.com/)
  - Online co-writing system for latex
  - Available templates provided for most journals
  - No need to set up environment and libraries
  - Specially efficient for multiple writers

Thank you!