

RESEARCH FORUM SERIES

Core Curriculum Module J

Writing for Publication

Part 1: Strategies for Success

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A. Get the writing habit

Start in small steps; sneak up on the idea.

Forms include:

1. Letter to the editor
2. Published Minutes
3. Newsletter article or report
4. Journal article (refereed and non-refereed)
5. Book or video review
6. Monograph
7. Chapter in a book
8. Book

All of the above have different rules/guidelines for submission, and the process varies very widely.

B. Thinking ahead

I. What do you have to say?

a. an opinion

based on what?

formed how?

how strongly held?

b. news about clinical practice

phenomenon of interest?

dimensions of experience? setting?

number of cases?

c. a survey or evaluation

topic?

subjects?

timeliness?

d. a study

questions examined?

who, what, when, where, why?

results?

implications for practice

e. a literature review or analysis

f. other first person experience

2. Who is your audience?

a. medical professionals or the general public?

b. level of understanding?

c. specialty?

d. operative assumptions?

3. What's new?

a. synopsis of news

b. new clinical idea

c. new education idea

d. disagreement with an accepted practice, idea, etc.

- e. new people, new settings, new processes
- f. reformulation of, old beliefs, ideas, practices

C. Doing the Work

1. Get organized.

Gather your data, ideas, vignettes, case examples, etc., and develop an organization plan that works for you.

2. Sort out:

- a. What is that I just discovered, but others might already know?
- b. What is that I just discovered, and it's new to others, too.
- c. What should we all be thinking about? studying?
- d. What have others written about? Use the relevant, recent literature.

3. Use expository style

- a. Practice writing marvelous, complete, engaging first sentences.

(But never try to write the first sentence first!!)

- b. Be clear and explicit.
- c. Work on transitions between paragraphs.
- d. Track the main point from beginning to end.
- e. No surprises, please.

Don't add new ideas in the summary or conclusion.

- f. Document controversial statements.

4. Become familiar with manuals of style, handbooks for writers, and copyright law.

D. The Review Process

1. Start the review process with your colleagues.

- a. Before submitting a manuscript, review it with your colleagues.
- b. Think "drafts"! (It's a rare piece that doesn't undergo revision and change.)

c. Incorporate comments, revise and ask colleagues to review again.

2. Review Boards

2.

a. Review boards are comprised of professionals who are content, specialty experts, or experienced administrators, educators, clinicians or researchers.

b. Review board members not only review manuscripts, but help the Editor to identify "hot" and timely issues and topics.

c. Representation geographically, and sociodemographically.

3. Blind Review

There are variations in how this "blind" process is managed.

4. Editor's role

a. Select Board members.

b. Work with managing and other editors.

c. Manuscript decisions

accept/ revise/ reject

d. Work with authors on revisions.

e. Keep the journal current, forward-thinking and credible.

f. The editor's chief role is to help prospective authors produce stellar articles

(They are the author's best friend, not an enemy.)

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Part 2: Ethical and Legal Matters

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Human behavior and its regulation

Morality

Ethics

Law

Authorship Responsibility

1. Definition and criteria
2. Guest and ghost authors
3. Anonymity
4. Number and order of authors
5. Groups (organization or center)
6. Establishing agreements before the fact
7. Establishing "significant contribution"

Pitfalls

1. Duplicate publication
2. "milking" data/expanding words
3. Scientific misconduct
4. Conflicts of interest
5. Disclosures

Intellectual Property

1. Who owns what?
2. Who has what rights?
3. Management of data and published work
4. Copyright

Confidentiality

1. In peer review

2. In allegations
3. In selecting boards
4. In legal petitions and claims for privilege

Editors' Responsibilities

1. Acknowledgement and protection of manuscripts
2. Accept, reject, revise

Advertising

1. Separation of editorial and marketing domains
2. Advertorials
3. Digital press

If time permits, decision-making scenarios will be included.