



# Effective Scientific Writing Workshop

## Yonsei University

### August 23-24, 2018

#### **Day 1, Thursday August 23**

##### **9 am - noon**

- A) Technical Writing: Goals and Strategies
- B) Word Selection and Use
  - Clarity – Precise words
  - Use Power Words and Minimize Hedging words
  - Use Simple Words
  - Brevity – Omit Unnecessary Words

##### **Noon – 1 pm**

##### **Lunch**

**Read:** Disputed Definitions

##### **1 pm – 4 pm**

- C) Assembling Words into Technical Sentences
  - Brevity and Clarity – Active and Passive Voice
  - Clarity – Verb Tense
  - Brevity – Noun Clusters
  - Brevity – Parallel Form in Sentences
  - Comparisons and Lists

**Read:** It's not You: Science Papers are Getting Harder to Read

- D) Assembling Sentences into Paragraphs
  - Organization
  - Topic Sentences
  - Consistent Order
  - Creating Continuity and Linking Key Words
  - Transitions

**Read:** Science Writing and Communication; Part 1. How to Write an Abstract

- E) Writing the First Draft
  - Prewriting
  - Journal Selection
  - Authorship
  - Getting Organized and Using Outlines
  - Building and Keeping Your Momentum

**Read:** Plagiarism Sleuths

## **Day 2, Friday August 24**

### **9 am - noon**

#### **F) Parts of a Scientific Manuscript - Definition, Content and Optimization**

- Title
- Abstract
- Introduction
- Materials and Methods
- Results
- Figures and Tables
- Discussion
- References

### **Noon - 1 pm Lunch**

**Read:** Unpleasant Surprises: How the Introduction has Wandered into the Discussion

### **1pm – 4 pm**

#### **G) Revision**

- Content Revision
- Revise for Organization and Flow
- Stylistic Revisions
- Subsequent Revisions

**Read:** The Case for Structuring the Discussion of Scientific Papers

#### **H) Manuscript Submission and Responding to Reviews**

- The Cover Letter
- The Submission and Review Timeline
- What Reviewers Look For
- Responding to Reviews

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