

Draft, Submit, Revise: A Manuscript Writing Series

RESOURCE GUIDE

2024

Welcome to our Manuscript Writing Series Resource Guide!

Whether you're new to writing scientific manuscripts or a seasoned researcher looking to refresh your writing and editing skills, this guide is your comprehensive companion for building impactful communication. Please explore these essential tips, guidelines, and resources to find material useful to you. This guide is presented to you by:



Institute for Clinical and
Translational Research
UNIVERSITY OF WISCONSIN-MADISON



Marshfield Clinic[®]
Research Institute

See what consulting resources these institutions have to offer listed at the end of this guide.

[ICTR's Science Editing Services](#)

Science Editor, [Jen Merems](#) PhD (she/hers)

[MCRI Office of Research and Sponsored Programs](#)

Science Writer, [David Puthoff](#) PhD (they/he)

Manuscript Planning Session 1



General

[How-To Guide for Plain Language Summaries](#)

[Plain Language Summaries](#)

Planning

[Guide to writing a medical research manuscript](#)

[Five Tips for Developing a Research Question](#)

[How to Write a Literature Review](#)

[Tips for Writing the Results in a Research Paper](#)

[The Do's and Don'ts of Academic Writing](#)

[How to Create a Journal Manuscript Title Page](#)

[Five Steps to Publish a Journal Article in the Social Sciences](#)

[Selecting a Journal for Publication: Criteria to Consider](#)

[Five Tips to Develop a Problem Statement in Research](#)

[Invest in Your Introduction](#)

[Open Access and Predatory Publications](#)

[Strategies for effective collaborative manuscript development in interdisciplinary science teams](#)

[The Importance of Delegation for Scientists](#)

[Check indexing status of journals](#)

[Ebling Library Research Impact Support](#)

[Ebling Library Guide for Basic Literature Searches](#)

[Ebling Library Guide for Systematic/Scoping Reviews](#)

[Ebling Library Guide for a Journal to Publish your Research](#)

[Ebling Library How to Identify Predatory Journals](#)

[Ebling Library How to Identify Predatory Conferences](#)

Writing Techniques

[A Basic Guide to APA Style Citation](#)

[APA Style Citation Guide](#)

[How to Cite Journal Articles](#)

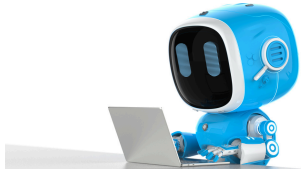
[How to Use "et al."](#)

[Four Language Rules to Improve Academic Writing](#)

[Improve Your Paper by Writing Structured Paragraphs](#)

[I.e. vs. e.g.](#)

[AMA Manual of Style](#)



Tech in Writing

Session 2

[AI for Writing – Prompt Library](#) Created by Dr. Ben Rush and Dr. Jevin Lortie

Considerations for Using Generative AI in Academic Writing Presented by: Heather Johnston, MA.

UW Madison

[CISO's statement on use of generative AI](#)

[Generative AI @ UW–Madison: use and policies webpage](#)

If you have specific questions about copyright law and AI, please contact the UW–Madison Office of Legal Affairs at 608-263-7400.

Federal Government

- [Executive Order on the Safe, Secure and Trustworthy Development and Use of Artificial Intelligence](#)
- [Copyright Registration Guidance: Works Containing Material Generated by Artificial Intelligence](#)
- [Generative Artificial Intelligence and Copyright Law](#)
- [AI Risk Management Framework](#)
- [AI resource page](#)
- [Notice of Inquiry and Request for Comments on Artificial Intelligence and Copyright](#)
- [European Union \(EU\) is in the process of adopting an Artificial Intelligence Act](#)

Other

Cybersecurity risk management (per [UW-503](#) and the [Cybersecurity Risk Management Implementation Plan](#))

If you have questions about data classification, consult the appropriate [Data Steward](#)

Sources

- [Chandha \(2023\) – Guest Post – GPT-3 Wrote an Entire Paper on Itself. Should Publishers be Concerned?](#)
- [Kingsley \(2023\) – Generative AI – the latest scapegoat for research assessment](#)
- [Parrilla \(2023\) – ChatGPT use shows that the grant-application system is broken](#)
- [Generative AI @ UW–Madison: use and policies webpage](#)
- [Else \(2021\) – ‘Tortured phrases’ give away fabricated research papers](#)
- [Else \(2023\) – Abstracts written by ChatGPT fool scientists](#)
- [Conroy \(2023\) – How ChatGPT and other AI tools could disrupt scientific publishing.](#)
- [Conroy \(2023\) – Scientific sleuths spot dishonest ChatGPT use in papers](#)
- [Lund et al \(2023\) \(pre-print\) – ChatGPT and a New Academic Reality: AI-Written Research Papers and the Ethics of the Large Language Models in Scholarly Publishing.](#)

Appendices

Guidance from publishers/editors and funding agencies

<u>Publisher/editor</u>	<u>GAI use allowed?</u>	<u>Can GAI be author?</u>
Nature (and other Springer Nature journals)	Yes, with disclosure	No
JAMA Network	Yes, with disclosure	No
Science Journals	Not for text, figures, images or graphics	No
Committee on Publication Ethics (COPE)	Yes, with disclosure	No
World Association of Medical Editors (WAME)	Yes, with disclosure	No
International Committee of Medical Journal Editors (ICMJE)	Yes, with disclosure	No

<i>Funding agency</i>	<i>GAI allowed for proposal prep?</i>	<i>GAI allowed for peer review?</i>
National Institutes of Health (NIH)	Yes, at applicant's risk	No
American Heart Association (AHA)	Yes, with disclosure	No
Wellcome Trust , UK	Yes, with disclosure	No

Beyond ChatGPT and Bard: Some tools and services

<i>Literature reviews/secondary research resources</i>	<i>Proofreading, formatting resources</i>	<i>Protein structure prediction and design</i>
Avidnote , Consensus , Dimensions , Elicit , HeyScience , Inciteful , InfraNodus , Keenious , Laser AI , Lateral , Litmaps , MirrorThink , Prophy , R.Discovery , Research Rabbit , Scholarcy , scite , Semantic Scholar , wisio.app	Avidnote , Grantable , Granted , HeyScience , InfraNodus , Wordvice , DeepL (translation), Paperpal , Penelope , Trinka , wisio.app , Writefull	AlphaFold , Cradle , ProteinMPNN , RoseTTAFold
<i>Coding/programming</i>	<i>Qualitative research</i>	<i>Miscellaneous</i>
AlphaCode , Codex , Github Copilot , Snyk (DeepCode), Tabnine	InfraNodus (qualitative and thematic analysis), MAXQDA AI Assist (transcription, coding suggestions), Speak (qualitative research, interviews, focus groups), Whisper (transcription)	Census GPT (explore US Census Data using natural language), DeepVariant (genomic analysis), DataSeer (facilitates data sharing), MirrorThink (math calculations, scientific market research), Polymer (data analytics)

How to cite GAI

[APA](#), [Chicago style](#), [MLA](#)

Citation Managers

[Citation Management: UW Madison Library](#)

Manuscript Manufacturing

Session 3



Authorship

[Guidance on Authorship](#)

[How to navigate authorship of scientific manuscripts](#)

[Strategies for effective collaborative manuscript development in interdisciplinary science teams](#)

Figures & Tables

[Biorender](#) & [UW Media Solutions](#)

Formatting

[How to write a strong discussion in your manuscript](#)

[How to convey your most important ideas through your paper](#)

[How to structure the introduction of your manuscript](#)

[Guide to writing and publishing a scientific manuscript: Part 1 – The structure](#)

Storytelling

[Storytelling in Science Writing](#)
[The Importance of Storytelling in Science](#)

[Storytelling for Scientists](#)

[Writing a page-turner: how to tell a story in your scientific paper](#)

[Language, Identity, and Becoming a Scientist](#)
[Dialogues: The Science and Power of Storytelling](#)

[Finding your scientific story by writing backwards](#)

[The Art of Scientific Storytelling: Transform your research manuscript with a step-by-step formula](#)



Edit like a Reviewer

Session 4 & 5

[8 Comma Rules for Writers](#)
[Guide to Proofreading](#)

[Revising a manuscript: Ten principles to guide success for publication](#)

[The Ultimate Punctuation Guide](#)
[Common Grammar Mistakes to Avoid](#)
[Twelve Common Errors](#)

[Three Common Myths About Academic Proofreading](#)

In-person Editing sessions were not recorded.



Navigating Submissions

Session 6



Peer Reviews

[A template for responding to peer reviewer comments](#)

[Ten simple rules for writing a response to reviewers](#)

[How I respond to peer reviewer comments](#)

[How to write a cover letter](#)

[Writing effective cover letters for journal submissions: Tips and a Word Template](#)

[How to respond to difficult or negative peer-reviewer feedback](#)

[Should I recommend a reviewer for a manuscript?](#)

Disseminating Results

[SMPH Marketing, Communications and Web](#)

[SMPH Media Relations](#)

[How to disseminate your research](#)

[ICTR Dissemination & Implementation Education and Resources](#)

[Getting the Word Out: New Approaches for Disseminating Public Health Science](#)

[Beyond Scientific Publication: Strategies for Disseminating Research Findings](#)

General Resources

to better your writing



Websites

[SCOAREresources](#)

Guides

[A brief guide to the science and art of writing manuscripts in biomedicine](#)

[A Comprehensive Guide on Manuscript Writing](#)

[Guidelines for Writing a Scientific Manuscript](#)

[Writing a Scientific Manuscript](#)

[11 steps to structuring a science paper editors will take seriously](#)

[Top 20 Manuscript Problems To Avoid](#)

[Hints to writing your objectives](#)

[Strategies for avoiding common problems with research manuscripts](#)

Templates

[Template for Writing a Successful Journal Manuscript](#)

Recordings

[Scientific Manuscript Writing – Short Course](#)

[Stanford Scientific Writing Course](#)

Other

[NSF Biosketch Format](#)

[NIH Biosketch Format](#)

[NIH Data Sharing Home](#)

[Promoting cognitive complexity in graduate written work: Using Bloom's taxonomy as a pedagogical tool to improve literature reviews](#)



Need assistance?

See what related services **MCRI** has to offer

[Marshfield Clinic Research Institute Office of Research and Sponsored Programs](#)

We are a centralized, shared resource in the Marshfield Clinic Research Institute (MCRI) established in December 2017 referred to as ORSP. We provide essential resources to support research and community outreach within Marshfield Clinic. Our mission is to enrich research and health outcomes by creating a dynamic administrative environment open to helping those engaged in medical sciences and community outreach.

Areas of support:

- [Sponsored Programs](#) (Internal, Federal, State, Private Foundations and Industry Sponsored funding)
- [Research Integrity and Protections/Human Subjects in Research](#)
- Scientific Writing, Publication and Editorial Assistance
- Administrative oversight for MCRI program initiatives ([ICTR](#), [WiNHR](#), [Scientific Review Committee](#), [Communication Committee](#), [Summer Internship Program](#), [Post Doctoral Program](#), [IFRA](#))
- [Research Navigation](#)
- [Clinical Medicine & Research](#) - A peer-reviewed medical research journal published by Marshfield Clinic Health System

For writing support, our [Scientific Writer, David Puthoff](#) (they/he), is available at any stage in the research process. Whether you need feedback in the ideas and drafting stage or the revisions—or anywhere in-between—David is a highly experienced writer with a small research appointment to better assist you! Email them at puthoff.david@marshfieldresearch.org

General resources

[MCRI's George E. Magnin Medical Library](#)

[MCRI Research Mentor](#)

MCRI login required

[Office of Scientific Writing and Publication](#)

[Marshfield Clinic Style Guide](#)

[MCHS Document Control System](#)

[Publication Reporting](#) – all published research must be entered here!

[Division of Health Equity, Diversity, and Inclusion](#)

[Internally Funded Research Award](#)



Need assistance?

See what related services **ICTR** has to offer

[ICTR's Science Editing Services](#)

We have a dedicated editor that will help strengthen and clarify your scientific documents by providing customized developmental and structural edits to meet the specific needs of your documents. Documents include manuscripts, grants, protocols, and other materials. Editing improves materials, but does not guarantee success. Request a consult [here](#).

The scientific editor can help:

- Correct grammatical and typographical errors
- Improve sentence structure, paragraph organization, and flow
- Strengthen the scientific significance and impact
- Refine the language
- Identify inconsistencies
- Improve formatting and headings
- Reduce word count

[ICTR's Protocol Development Program](#)

A well-written clinical research protocol is critical to successful study execution, regulatory compliance, participant protection and data integrity. We provide individualized developmental support with the goal of improving the quality of investigator-initiated clinical research and reducing the time from study conception to conduct. Request a consult [here](#).

Complimentary services are available to faculty planning an investigator-initiated clinical research study (therapeutic, non-therapeutic, interventional and/or observational):

- Consultations specified for your project
- Suggestions for assistive services, with meetings attended by the navigator (if preferred)
- Scheduling service for Studio—a meeting to gather experts for advice
- Guidance on study design
- Assistance editing clinical research protocols
- Identification of appropriate protocol templates that fulfill Institutional Review Board (IRB) requirements for your study

[ICTR's Recruitment & Retention Resource Center](#)

The Recruitment & Retention Resource Center is here to aid investigators and study teams in fulfilling enrollment goals and timelines through multifaceted strategies and collaborative consultations. Our free consultation service incorporates recruitment, retention, and engagement guidance from members of the **Collaborative Center for Health Equity, Multisite Research Networks**, and **Dissemination & Implementation Launchpad**. Request your free consultation [here](#).

We can help you with:

- Planning for recruitment & retention
- Revising participant-facing materials
- Increasing diversity, equity, inclusion, and accessibility
- Engaging participant populations
- Navigating available resources

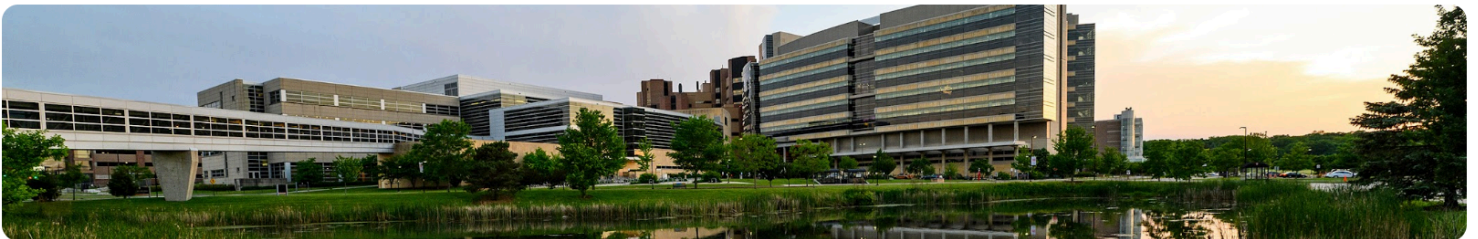
[ICTR's Multisite Research Services](#)

The Multisite Research Team provides free consultations to investigators and study teams preparing and conducting multisite clinical trials. We advise teams on grant preparation, assist with site identification, and provide research resources. Request your free consultation [here](#).

Additionally, our team offers trial implementation services for the non-UW trial sites, including:

- Administrative Coordination & Project Management
- Protocol Design Assistance
- Site Selection & Management
- Regulatory
- Site Training & Study Start-Up
- Subject Accrual

Session recordings can be found at [UW ICTR's YouTube](#) page.



UW Institute for Clinical & Translational Research

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[Protocol Development Program](#)

Leigh Ann Mrotek

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David Puthoff



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