

Successful Scientific Writing

Summer Semester 2017

PROFESSOR: Jen Veevers, PhD

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Course Objectives

Dr. Paul Siegel developed this course to enable public health and health care professionals to 1) communicate the findings of their research and investigations more effectively, and 2) expedite publication of their manuscripts. After completing this course, you will be able to:

- Identify and describe the basic sections of a scientific article, the purpose and organization of the sections, and the elements that comprise them
- Identify and use the principles of style for writing in public health and epidemiology
- Apply effective approaches to the process of writing and publishing an article in a peer-review journal
- Use effective strategies for dealing with requests of journal editors and reviewers

Course Requirements

1. **Textbook**

The Elements of Style, Fourth Edition, by William Strunk Jr. and E.B. White

2. **E-learning Modules**

This course contains e-learning modules, which are HTML files that include audio, video, and short answer questions. The short answer questions are not graded; instead they provide you with opportunities to practice and apply your new writing skills. If you start a module, you may close it and return to finish it later. Because these modules communicate with Blackboard to track your progress, (and depending upon the speed of your Internet connection), they may take a few minutes to load. You're responsible to complete at least one module per week; however, feel free to work ahead.

3. **Live WebEx Session: "Title Revisions"**

There will be a synchronous online session to revise titles. Each student will submit a title for the class to review and critique. Post your title in a Discussion Board forum named "Titles."

To participate in the session, you need:

1. Access to a computer and an Internet connection
2. Speakers or headphones
3. Webcam for video participation (not required, but highly recommended)
4. An internal microphone (most computers have them) or a desktop microphone
5. A link will arrive via a Blackboard email with the meeting online location.

4. **Class Assignments**

Students will participate in several class exercises throughout the course. Students will:

- a. Post your personal introduction to Blackboard under the "Introduction" forum on Discussion Board.
- b. Revise the three poorly written sentences posted on Blackboard under "Assignments".
- c. Post a draft abstract of one of your "works in progress" to the "Abstract" Discussion Board forum.
 - i. Use this as a valuable opportunity to receive feedback on your abstract from your peers.
- d. Comment on two of your classmates' abstracts via Discussion Board.
- e. Post a draft title of one of your "works in progress" to the "Title" Discussion Board forum. We will give feedback to these titles during the live session.
- f. Deadlines for assignments are described below. **Assignments are due by midnight on the date provided.**

WEEKLY SCHEDULE

WEEK	MODULES	ASSIGNMENTS & READINGS	DUE DATE
1	Complete the Course Overview module and Module 1a: Course Introduction Total time: approx. 30 minutes	Create & post your personal introduction on Discussion Board	Monday, June 5
2-3	Complete Module 1b: Writing Basics (<i>there are 11 separate lessons within this module, so please set aside an appropriate amount of time</i>)	Read <i>The Elements of Style</i> , Fourth Edition, by William Strunk Jr. and E.B. White	Monday, June 19
4	Complete Module 2: Abstract Total time: approx. 1 hour Complete Module 3: Introduction Total time: approx. 25 minutes	Revise the three poorly written sentences posted on Blackboard under Assignments	Monday, June 26
5-6	Complete Module 4: Methods Total time: approx. 30 minutes Complete Module 5: Results Total time: approx. 45 minutes	Post a draft abstract to Discussion Board under the "Abstract" forum Read and provide constructive feedback for two of your classmates' abstracts on Discussion Board, (not your own)	Monday, July 3 Monday, July 10
7	Complete Module 6: Discussion Total time: approx. 30 minutes Complete Module 7: Title (30 mins)	Post a draft title on Discussion Board under the "Titles" forum	Monday, July 17
8	Complete Module 8 (three parts): The Publication Process Total time: approx. 1 hour, 35 minutes	WebEx Session – "Title Revisions"	Monday, July 24 Monday, July 24 at noon EST OR Wednesday, July 26 at 10:00 a.m. EST If you cannot attend either session, please email me for an alternative assignment: lowejr@ucmail.uc.edu

Grading

In order to receive a “Pass” for this course, you must complete all modules and participate in all three class activities. All modules and assignments should be completed as outlined above.

Email Policy

Please direct content questions to the instructor. Emails will be answered as soon as possible. If you have a question about Blackboard or issues with the modules, please refer to the help documentation located in the **Online Student Guide**. Additionally, Blackboard Support is available every day of the week at 513-556-1602 or blackboard@uc.edu.

Academic Ethics

The faculty of the Department of Environmental Health believe that the conduct of a student registered or taking course in the Department should be consistent with that of a professional person. All students in this course will be expected to conduct themselves with complete integrity. All work by the student will be the work of that student, unless otherwise referenced.