

GGC5039 / ESS419

Academic Communication

Section 3-4: Writing and Publishing (Publishing)

Instructor: Dikun Yang

Term: Fall 2020-2021



Outline

- Section 1: **Introduction** (2 hr)
- Section 2: **International communications** (2 hr)
- Section 3: **Writing and publishing** (8 hr) – Assignment 15%
- Section 4: **Presentations at conferences** (6 hr) – Assignment 15%
- Section 5: **Writing proposals and applications** (6 hr) – Assignment 15%
- Section 6: **Interviews** (4 hr) – Assignment 15%
- Section 7: **New media** (2 hr) – Assignment 15%
- Section 8: **Integrated practice** (2 hr) – Final defense/participation 25%

Punctuations

- Period (.)
- Question mark (?)
- Exclamation point (!)
- Comma (,)
- Semicolon (;)
- Colon (:)
- Dash (—)
- Hyphen (-)
- Brackets ([])
- Braces { }
- Parentheses (())
- Apostrophe (‘)
- Quotations marks (" ")
- Ellipsis (...)

Sentence Endings

- **Period (.):** placed at the end of declarative sentences, statements thought to be complete and after many abbreviations.
 - As a sentence ender: Jane and Jack went to the market.
 - After an abbreviation: Her son, John Jones Jr., was born on Dec. 6, 2008.
- **Question mark (?):** indicate a direct question when placed at the end of a sentence.
 - When did Jane leave for the market?
- **Exclamation point (!):** express a sudden outcry or add emphasis.
 - Within dialogue: "Holy cow!" screamed Jane.
 - To emphasize a point: My mother-in-law's rants make me furious!

Pause

- **Comma (,):** separation of ideas or elements within a sentence.
 - Direct address: Thanks for all your help, John.
 - Separation of two complete sentences:
We went to the movies, and then we went home.
 - Separating lists or elements within sentences:
Suzi wanted the black, green, and blue dress.
- **Semicolon (;):** connect independent clauses.
 - John was hurt; he knew she only said it to upset him.

Pause

- **Colon (:**

1. The first is after a word introducing a quotation, an explanation, an example, or a series.

He was planning to study four subjects: politics, philosophy, sociology, and economics.

2. The second is between independent clauses when the second explains the first, similar to a semicolon.

I didn't have time to get changed: I was already late.

3. The third use of a colon is for emphasis.

There was one thing she loved more than any other: her dog.

Dash and the Hyphen

- **Hyphen -** : join two or more words together into a compound term and is not separated by spaces.
 - Part-time, back-to-back, well-known.
- **Dash**: separate words into statements.
 - En dash – : twice as long as a hyphen, the en dash is a symbol (--) that is used in writing or printing to indicate a range, connections or differentiations, such as 1880–1945 or Princeton–New York trains.
 - Em dash — : longer than the en dash, the em dash (---) can be used in place of a comma, parenthesis, or colon to enhance readability or emphasize the conclusion of a sentence. For example, She gave him her answer — No!

Further Explanation or Grouping

- **Brackets ([])**: technical explanations or to clarify meaning. If you remove the information in the brackets, the sentence will still make sense.
 - He [Mr. Jones] was the last person seen at the house.
- **Braces ({ })**: contain two or more lines of text or listed items to show that they are considered as a unit.
 - For example, $2\{1+[23-3]\}=x$.
- **Parentheses (())**: curved notations used to contain further thoughts or qualifying remarks. However, parentheses can be replaced by commas without changing the meaning in most cases.
 - John and Jane (who were actually half brother and sister) both have red hair.

Other Marks

- **Apostrophe (')**

- Omission of letters from a word: *I've seen that movie several times. She wasn't the only one who knew the answer.*
- Possessive case: *Sara's dog bit the neighbor.*
- Plural for lowercase letters: *Six people were told to mind their p's and q's.*

- **Quotations marks (" ")**

- Passage attributed to another and repeated word for word: *"Don't go outside," she said.*
- They are also used to indicate meanings and to indicate the unusual or dubious status of a word: *I am not fully convinced by the "big bang theory".*

- **Single quotation marks (' ')**

- Quotes within quotes: *Marie told the teacher, "I saw Marc at the playground, and he said to me 'Bill started the fight,' and I believed him."*

- **Ellipsis (...)**

- Omission of words: *She began to count, "One, two, three, four..." until she got to 10, then went to find him.*
- Omission within a quotation: *When Newton stated, "An object at rest stays at rest and an object in motion stays in motion..." he developed the law of motion.*

Publishing

- Ethics in scientific publishing
- Manuscript submission
- Review process
- Author responses
- Editing and proofing

Ethics (or misconduct)

- Plagiarism
 - Use or close imitation of the language and thoughts of another author and the representation of them as one's own original work
 - Detection software? Plagiarism is “difficult” in serious scientific research!
 - Careful literature search/review
 - Paraphrase: Your own language
 - Citation: Make sure every piece of IP is clearly labelled
 - Self-plagiarism and republication
 - Copyright transfer and permission to use published materials

Ethics (or misconduct)

- Contributors

- Authors or co-authors: Directly involved in the research activities and writing (generally not to be included in author lists: technicians, supporting or administrative staff, funders – “glory comes with responsibility”)
- Order: What is the convention in your field? Talk to your advisor and colleagues and make a deal before writing.
- First (lead) author: Majority of actual research and writing work
- Corresponding author: Editorial correspondence and answering inquiry
- Acknowledgements: Did some work but with no or little intellectual contribution; or shouldn't be responsible for the present research
- Authorship is not a gift

Ethics (or misconduct)

- Contributors – Example
 - A: The principle investigator of the seismic imaging lab
 - B: The technician who looks after the computer cluster and help group members in programming/computing
 - C: The student who works on a thesis “P and S wave velocity models of Tarim Basin”
 - D: C’s co-worker who often has inspiring discussion with C
 - D: The person who works for CGS and provided the seismic data
 - E: The scientist from another university who provided the imaging code
 - F: The head of the earth science department who proved the funding

Ethics (or misconduct)

- Fabrication
 - Make up experiments and data that did not exist
 - Alter or ignore data in favor of the expected results
 - Incorrect statistical or measuring methods
 - Misleading statements or other devices (color scale, cropped maps)
 - Photoshop images
 - Not telling the whole truth
- Research ethics board
- Conflict of interest

Manuscript Submission

- Target journals
 - You or your supervisor should know which journal is more appropriate
 - Impact factor is used by people who don't understand your research
 - <http://www.letpub.com.cn/index.php?page=journalapp>
 - Page/color fees, open access, predatory journals
 - Download the template or check instructions for authors
 - Self-check: format, contents and style
 - Only one journal at a time!

Manuscript Submission

- Preparation
 - Instructions for authors; checklist
 - Double spacing
 - Figures and tables: size; dpi; in-line, appended or separate files
 - Grammar checker: MS Word, Grammarly, your supervisor, etc.
 - Proofreading: seek help from others!
 - Editing service (optional)
 - Cover letter: What and why
 - Online submission system

Submission

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Step 3: Attributes >

Step 4: Authors & Institutions >

Step 5: Reviewers >

Step 6: Details & Comments >

Step 7: Review & Submit >

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Enter your title and abstract into the appropriate boxes below. If you need to insert a special character, click the "Special Characters" button. When you are finished, click "Save and Continue." [Read More ...](#)

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Step 3: Attributes

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Step 4: Authors & Institutions

- Submitting authors are encouraged to create an ORCID iD if they haven't already done so - simply click on the link in the box below.
- Enter your co-authors' information in the boxes below, then click "Add to My Authors". **Please include ALL co-authors.** To check if an author already has an account in the journal's database, enter the author's e-mail address and click "Find". If the author is found, their information will be automatically filled in for you.
- Please note that each co-author will be sent an email notification that (1) the paper has been submitted and (2) GJI assumes that they agree with the major conclusions in the version submitted, and have agreed to its submission and to serving as co-authors.
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- Title is missing.
- Abstract text is required.

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Title	INCOMPLETE
Abstract	INCOMPLETE

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Review Process

- Scientific editors (editorial board)
 - Editor-in-chief
 - Managing editor, editor, assistant editor
 - Associate editor: liaison between authors and reviewers
 - Guest editor: special issue
- Manuscript/copy editor
 - Format and typesetting
 - Proof and query
 - Typographical corrections

Review Process

- Peer reviewer or referee
 - At least two for each manuscript
 - Preferred and non-preferred reviewers
 - Single-blind and double blind review
- Decisions
 - Accept: “as is” or “minor revision without further review”
 - Reject: “unacceptable” or “rewrite and resubmit”
 - Revise and re-evaluation: “minor”, “moderate” or “major”

Author Responses

- Reject
 - Out of scope or no significance
 - Presentation: language, illustrations, incorrect format/style, length
 - Lack of novelty
 - Unsupported conclusions
 - Shaky methods, evidences or data
 - Dispute?

Author Responses

- Revise
 - Language and presentations
 - Request for additional information or experiments/data
 - Flaws in fundamentals, assumptions and logics
- Response
 - Point-to-point reply
 - Clean and annotated version
 - Respect minor requests as much as possible
 - Critically consider major requests
 - Rebuttal with respect: convincing evidences and reasons (show example here)

Editing and Proofing

- Copy editing
- Typesetting
- Proofreading
- No big changes please!
- Copyright forms
- Fees
- Published online and in print

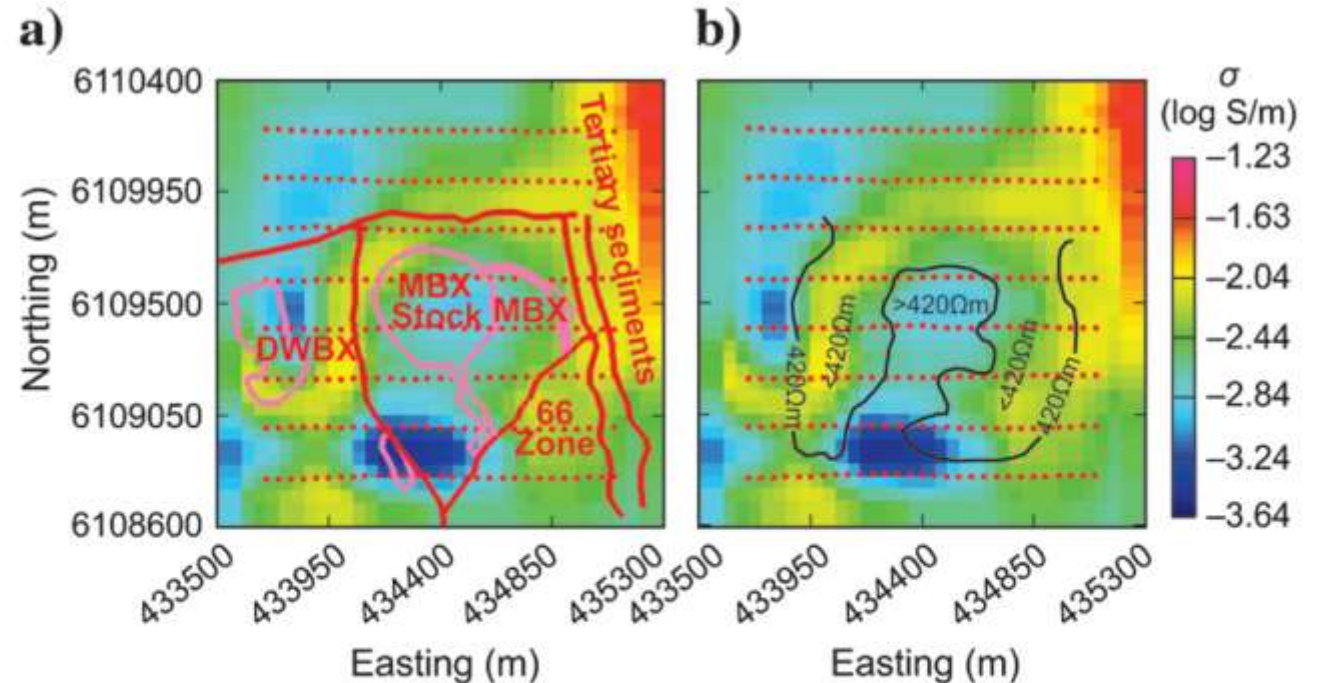


Figure 20. Depth slice of the final interpretation model at elevation of (a) 1030 m overlain by geology and (b) 420 m contour of DC resistivity model. The MBX stock is found resistive by 3D ATEM inversion and DC resistivity inversion.

It's time to celebrate!



Tips for Your Assignment

- IMRAD: Top-down approach
- Good template
- Writing “formulas”
- Stay focused
- Grammar checking (typographical and grammatical error free)
- Get help on proofreading
- Time frame of writing (due date: November 6)