



THE ACADEMIC AUTHOR: Writing Resources for Residents and Fellows at Cleveland Clinic

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Primer on Peer Review

Looking to learn more about the art and science of peer reviewing for medical journals? Check out this article by Yarris LM et al-- Academic Primer Series: Key Papers About Peer Review. *West J Emerg Med* 2017; 18(4):721-728. The authors identify and summarize key papers on this topic and provide a top 5 list.

12 Tips for Getting Your Manuscript Published

- Plan early to get it out the door
- Address authorship and writing group expectations up front
- Maintain control of the writing
- Ensure complete reporting
- Use electronic reference management software
- Polish carefully before you submit
- Select the right journal
- Following journal instructions precisely
- Get it back out the door quickly
- Take seriously all reviewer and editor suggestions
- Respond carefully to every suggestion, even if you disagree
- Get input from others as you revise

From: Cook DA. Twelve tips for getting your manuscript published. *Medical Teacher* 2016; 38:41-50.

Three Things You Can Do Today to Improve Your Writing

1. Use abbreviations cautiously--never make up your own abbreviations, use them only when necessary, and always spell them out on first reference.
2. Chunk your text into easily digestible portions. At the sentence level, this means avoiding long run-on sentences. At the paragraph level, this means starting a new paragraph every time the topic changes. Using subheads to guide readers from one section of text to the next also helps improve readability.
3. Prefer active voice, especially in the introduction and discussion sections of an original research report. Sentences that use active voice are generally more concise and understandable because the writing is more robust.



Mini Writing Clinic: How Do I Write a Retrospective Chart Review?

Although the website www.equator-network.org contains links to hundreds of writing guides for authors of research papers, no one has yet to create a guide specifically for retrospective chart reviews.

Fortunately, Pantanwala outlines everything an author needs to know about writing such a paper in his 2017 article, "A practical guide to conducting and writing medical record review studies." The author discusses key issues, everything from constructing a research question to determining sample size and collecting data. He includes checklists for the data collection process and manuscript preparation as well as authorship criteria and an author scoring system. He also discusses the importance of having a complete methods section that details how the patient charts were selected, how the data were abstracted, and any steps taken to ensure data accuracy.

Pantanwala AE. A practical guide to conducting and writing medical record review studies. *Am J Health-Syst Pharm* 2017; 74(22): 1853-1864.