Scientific Writing & Publishing in Top Journals
科技写作与顶级期刊发表

Nature Masterclasses
An Overview
自然 *Masterclasses* 概览

- *Nature Masterclasses* are intensive, interactive sessions aimed at early- to late-stage career scientists and delivered by current Nature journals editors.

  Nature Masterclass 是由现任自然期刊的编辑们教授，针对处在职业生涯早期至成熟期的科学家们的密集互动型课程。

- *Nature Masterclasses* are tailored to the subject expertise and experience of delegates. We include examples from the latest editions of *Nature,* and Nature research journals.

  Nature Masterclass 根据代表们的学科专长及经验量身定制。我们收录了来自自然期刊及自然集团研究期刊最新版的例子。

- Your scientists will:你的科学家将会

  - Learn techniques to improve their scientific writing skills
    学到提高他们科技写作技巧的方法

  - Gain first-hand insight into the publishing process at high-impact journals
    获得对高影响力期刊发表流程的第一手洞见

  - Receive one-on-one interaction with a *Nature* journal editor. (We encourage participants to bring along a draft research paper)

获得与自然期刊编辑一对一的互动。（我们鼓励参与者带来一份研究论文的草稿）

- o Understand responsible research conduct; research integrity is incorporated into all topics
  了解负责的研究行为；科研诚信将贯穿始终

- o Network with other scientists in your institution and more widely
  与你所在机构及更广范围内的科学家建立联系

- Delegates will leave with a comprehensive workbook that will cover all aspects of the masterclass and that is designed to be the 'go-to' resource.

  将赠予代表一份包含 masterclass 所有方面的全备的工作薄，在其中你可以找到你想要的信息。

- Our client-focused approach allows us to design training programs that are customised to deliver the results you need. We provide a comprehensive report after every workshop, including delegate feedback, programme information and development opportunities.

  以客户为中心的方式使我们能够设计根据你所需要的结果定制的训练项目。每一个研讨会后我们都会提供一份全备的报告，包含代表的反馈，项目信息及发展机会。

Contents 内容

Nature Masterclasses content
Nature Masterclasses 内容

Nature Masterclasses involve: _Nature Masterclasses_ 涉及

- Up to 6 short sessions per day with slides, group discussions and practical exercises (total of 7 hours per day of training time).
  每天多达 6 个带有幻灯片，小组讨论及实践练习的短课程
- Handout folders for each participant which include many examples from our large collection of material.
  为每个参与者准备的包含来自我们搜集的大量资料中的很多实例的讲义夹。
- One-on-one interaction with Nature journal editors, and first-hand examples from their professional experience.
  与自然期刊编辑一对一的互动及来自他们专业经验的第一手实例

Detailed module descriptions can be found at the end of this booklet.
Topics that our workshops address include:
详细的模块说明请见此册的结尾。我们研讨会解决的问题包括：

- What makes a great paper? 是什么了成就一篇好文章？
- Essentials of scientific writing 科技写作的要点
- How to construct meaningful sentences and paragraphs 如何构建有义的句子和段落
- The anatomy of an abstract writing captivating and titles 引人入胜的摘要及标题写作剖析
- How to write an enticing and complete introduction 如何写成有吸引力又完整的介绍
- How to present data, figures and tables effectively 如何有效地呈现数据及图表
- Presenting and discussing your results 呈现及讨论你的结果
- The purpose of conclusions and outlooks 结论及展望的目的
- Compiling accurate reference lists and when to cite 集结准确的参考文献及何时引用
- Writing a compelling review article for a top-tier journal 为顶级期刊写一篇引人注目的综述
- Plagiarism, fabrication and falsification in research 研究中的剽窃，捏造及造假
- Selecting and submitting to an appropriate journal 选择合适的期刊投稿
- The editorial processes, communicating with editors and referees 编辑流程，与编辑及审稿人的交流

- Writing compelling cover letters and what to expect after you submit
引人注目的投稿信写作及投稿后的期待

- The peer review process
同行评审流程

- Preparing a scientific poster
准备一个科技海报

We are happy to tailor our content, for example focussing on a particular aspect of the scientific writing and publishing process, at your request.
我们乐于根据您的要求来定制我们的内容，例如着重于科技写作及出版流程的某个特定方面。

After the workshop, participants will have a detailed knowledge and comprehension of how to structure and write a scientific manuscript for publication in high-quality, international journals. Participants will come away with a better understanding of the editorial processes at top tier journals, including submission procedures, the review system and publication.
研讨会后，与会者将获得关于如何构架及写作一篇科技论文并发表在高质量的国际性期刊上的详细知识及理解。 与会者离开时将会对顶尖期刊的编辑流程，包括提交程序，审稿系统及发表有更好的理解。

Example Agenda for a two-day workshop
两天型研讨会的实例议程

A typical *Nature Masterclasses* day runs from 09:00 – 17:00 including one hour for lunch and two coffee breaks where participants can network. The client is responsible for catering. It is delivered by two trainers for up to 30 delegates.

典型的 *Nature Masterclasses* 日时间从 09:00 – 17:00，包括一个小时的午饭时间及两次供参与者交流的茶歇时间。由客户负责餐饮。由两名培训者为多达 30 名与会者授课。

Day 1 第一天

Welcome and Introductions
欢迎及介绍

What makes a *Nature* paper? 什么成就一篇 nature 文章？
- What top-tier journal editors look for in a manuscript, with examples from *Nature* publications
  顶尖期刊编辑在一篇文章中寻找的是什么，伴有 nature 出版物的实例
- Practical Exercise 1: You're the editor!
  实践练习 1：你就是编辑！

Selecting a Journal 选择一本期刊
- Finding the best publication for a paper
  为文章找到最适合的出版物

Figures and Tables 图表
- *The priority when creating a paper: the data*
  完成一篇文章的优先事项：数据
- Practical Exercise 2: Displaying data
  实践练习 2：展示数据

Elements of Writing Style 写作格式的元素
- Golden rules of writing and structuring the text in your paper
  写作及构架文章的黄金准则
- Practical Exercise 3: Brevity
  实践练习 3：简洁

Day 2 第二天

Recap of Day 1 回顾第一天的内容
Recap 回顾
Submitting Your Paper 提交文章
- Submission procedures, making a case to editors, and tips on structuring and writing a good cover letter
  提交流程，向编辑提供充分理由及一篇好的投稿信的构架和写作要点
- Practical Exercise 4: A review of participants' abstracts and titles
  实践练习 4：参与者的摘要及题目的评论
- Practical Exercise 5: Summarising research for a cover letter
  实践练习 5：投稿信的总结研究

The Editorial Process 编辑流程
- An overview of the editorial process at top-tier journals
  顶尖期刊编辑流程的总览
- Practical Exercise 6: Deciphering Decision letters
  实践练习 6：解码决定函

Mechanisms of Peer Review 同行评审机制
- An overview of the peer review process, what makes a good reviewer, and how to respond to reviewer comments
  同行评审过程总览，什么成就一位好的审稿人，及怎样回复审稿人意见

nature
MASTERCLASSES

Paper Elements 文章元素

- A section-by-section guide through the main text of scientific manuscripts
  贯穿科技论文全文的小节指南

Plagiarism and Other Ethical Issues
剽窃及其他伦理问题

- What is misconduct, why does it occur, and how to deal with it
  什么是学术不端，为什么这种行为会发生以及怎样处理

Authorship and Author Resonsibilities
署名权及作者职责

- The contributing criteria for authorship and the responsibilities of an author
  署名权的贡献准则及作者职责

- Practical Exercise 7: You're the Editor – Referee Reports
  实践练习 7：你就是编辑-评审报告

Journal Decisions 期刊决定

- Guidance to follow once a paper has been accepted
  文章接收后的操作指南
- Practical Exercise 8: Referee Reports II
  实践练习 8：评审报告 II

Recap and Final Q&A
回顾及最后的 Q&A

Module Descriptions 模块说明

What makes a *great* paper?是什么成就了一篇好的文章？

In this module you will reflect on the importance of communicating your research — both for advancing science and for furthering your own career. Our Editors will discuss the different criteria that they look for in great manuscripts. We will also challenge you to put yourself in the editors' shoes and make an editorial decision, in our most popular exercise.

在这个模块中您将思考交流研究的重要性-推动科学及您未来事业的发展。我们的编辑将就他们在好文章里发现的不同准则进行讨论。在我们最受欢迎的练习中，我们也将挑战您将自己放在编辑的位置上做决定。

After this module you will better understand: 此模块后您将会更好地理解：

1) where publication fits into the **research life cycle** 出版物在何处与研究生命周期相符

2) what the essential criteria are for a **good paper** 对一篇好文章来说重要的标准是什么

3) how Nature-journal editors define a **great paper** 自然期刊的编辑如何定义一篇好文章。

We also hope those of you who feel frustrated with the writing process will realize that you are not alone (the author of these words is a member of this club too).
An early start (and regular practice) are the keys for achieving the desired result.
我们也希望在写作过程中很沮丧的你也能意识到你不是一个人（有同样感受的人也都是你们的一员）。尽早开始（及规律的练习）对达到理想结果是非常关键的。

Elements of writing style 写作格式的元素

Clear communication is vital for getting your ideas across. It is a skill that requires constant practice.
清楚的沟通对于表达您的想法是很重要的。这是一种需要持续练习的技巧。

In this module you will learn about the ABC's of writing and how to apply them to your own work. You'll be able to create concise and informative sentences which will in turn build effective paragraphs. You'll be able to understand how to use transitions and how shorter sentences work well to create focus and flow in your manuscript.
在这个模块儿中你将了解到 ABC 的写作以及如何将它们运用到你的工作中。你将能够造出简洁有料的句子转而组成有效的段落。你将能够了解如何使用过度及短句是如何使文章有焦点及行文流畅。

We will also consider what support non-native English speakers can expect from journal editors and give advice on how to improve your manuscript writing skills.
我们也将考虑非英语母语者期望从期刊编辑那里得到什么样的支持及给出如何提高文章写作技巧方面的建议。

In this module you will:
在这个模块中，你将：

1) learn what simple changes you can make when writing to create an easy to read manuscript 学习当写作一篇易读的文章时你能做哪些简单的改变

2) find out how to customize the checklist we provide to your purposes, situation and requirements 找出如何针对你的目的，情况及要求来定制清单

3) be able to improve your writing style through exercises (updated frequently to encourage regular practice) 能够通过练习（频繁更新来鼓励日常练习）改善你的写作风格

Title and abstracts 题目及摘要

The title and abstract of your paper serve as a hook to draw in the reader. Keeping them short and concise but still accurate and informative can be a challenge even for an experienced writer.

你文章的题目及摘要应作为吸引读者的引子。保持简短及简洁但仍要准确及有料将是一个挑战，即使是对一个经验丰富的作者来说。

One of our editors will walk you through a typical edit of a real abstract from a published paper to give you insight into the changes they make to the text and why. You'll understand what the DEF's of writing a title are and, with the aid of plenty of examples, know what to avoid when you craft a title. By the end of this module, you'll have the knowledge and confidence to create engaging titles and abstracts to draw in your own readers.
我们的一个编辑通过带你看对一篇已发表文章摘要的典型编辑来帮助你看到对文章所做的改变及原因。 你将会明白什么是 DEF 的写作题目，并且在众多例子的辅助下，你也会明白在构思题目时应当注意什么。到这个模块结束时，你将会掌握相关知识并有信心写出恰当的题目及摘要来吸引你的读者。

In this module you will: 在这个模块中你将：
1) learn tips and tricks to create an engaging title 学习构思出有吸引力的题目的技巧及窍门。
2) discover two easy-to-use abstract templates which you can apply directly to your own writing 探索两个易于使用的摘要模板，并将此模板直接应用到你的写作中。
3) find out what to avoid when writing titles and abstracts 找出在写作题目及摘要时应该避免什么。

From Introduction to Conclusion 从介绍到结论

In this section-by-section guide to the main text, you will discover new techniques you can apply to your writing to give a clear structure to your paper.

在逐节的引导中，你将会发现应用到你写作中的新技术，从而使你的文章有一个清晰的结构。

Editors will advise on what phrases and terminology work well in each section to create clear and accurate text that conveys your message effectively. You'll understand what to include in each section and how to avoid common pitfalls such as cramming too much information into the introduction.

编辑将就短语及术语如何在每一部分中组成有效传达信息的清晰准确的文本给出建议。你将明白每一部分中应当包含什么以及如何避免常见易犯的错误，例如不要用太多信息把你的介绍部分填满。

You will also find out how to incorporate the main research question into the introduction, discussion and results to create a narrative flow and keep your readers on point. You will understand how to create a narrative, which is essential for conveying your message effectively.
你将会发现如何把主要的研究问题整合到介绍，讨论及结果中从而构出一个叙述流并确保读者能够抓住要点。你将明白如何来叙述，这对你有效地传达信息是很必要的。

In this module you will:在这个模块中你将：

1) find out what content should be included in, or excluded from, each section 找出每个部分中你必须包含或必须排除的内容。
2) learn how to organize your ideas effectively and avoid common pitfalls 学习如何有效地组织你的想法并避免常见易犯的错误。
3) discover how to create a narrative flow and keep your readers on point 发现如何构出一个叙述流并使读者抓住要点。

Plagiarism and misconduct in science 科学中的剽窃及学术不端行为

In this module our Editors provide an overview of different forms of scientific misconduct, with a focus on the most common form, plagiarism. You'll learn about different types of plagiarism, the routine checks in place by journals and action taken by editors when plagiarism is suspected.
在这个模块中我们的编辑将提供学术不端行为几种不同形式的总览，聚焦在最常见的形式，剽窃。您将学习到不同类型的剽窃，期刊适当例行的检查及当怀疑剽窃时编辑们采取的行动。

You'll hear about an editor's perspective on a case of serious scientific misconduct, citing his experience of a well-known example. You will be able to recognize the difference between a retraction and correction and in which circumstances each should be issued.
你将听到编辑们对严重学术不端的看法，通过引用他经验中熟知的例子。你将能够辨识出撤稿及更正的不同及在哪种情况下哪种行为该被声明。

The take-home message from this module is an understanding of what constitutes best practice when writing and publishing scientific papers and knowledge of where to look for further resources on publishing ethics.
这个模块的重点信息是理解在写作及发表文章时什么构成了最好的练习及何处寻找发表伦理的进一步资源。

In this module you will:在这个模块中你将：

1) find out what constitutes misconduct 找出是什么构成了学术不端

2) hear an editorial perspective on various cases of misconduct 听到对不同学术不端行为的编辑观点。

3) discover where to look for further information and advice 发现何处可去找到更多的信息及建议

Data presentation 数据展示

Illustrations in scientific papers are the backbone of the paper and are a crucial way to enhance your readers' understanding of the data. In this module, using a series of case studies, you will grasp the key points of data presentation. The discipline-specific case studies will help you to understand best practice in the preparation of figures and how to maximize the impact of your graphics. You will learn what simple changes you can make to your figures to enhance their clarity and usefulness to readers.
科技论文中的图表是文章的主干并且是提高作者对数据的理解的一种重要方法。

在这个模块当中，通过一系列案例的使用，你将会抓住数据展示的要点。特定学科的案例分析将会帮助你了解在数据准备过程中的最好实践以及如何将图形的影响最大化。你将学习到能提高图表的清晰度及实用性的小改变。

You will hear about the importance of ensuring your work is reproducible, and the measures put in place by publishers to ensure this. This is directly relevant to the transparency of your scientific figures and demonstration of the robustness of your data in your graphics.
你将听到确保你工作可重现的重要性及出版商为保证此重要性而适当采取的措施。这个直接与科学数据的透明性及图表中数据呈现的生动性是相关的。

In this module you will:在这个模块中你将：

1) learn how to choose an appropriate format for your data 学习到如何为你的数据选择一个合适的形式

2) use discipline-specific case studies to understand best practices
利用特定学科的案例来明白最好的实践。

3) gain confidence in how to ensure your work is fully reproducible
获得保证你的工作是全然可重现的信心。

Authorship and authors' responsibilities
署名权及作者的责任

As an author on a scientific paper, you bear responsibility at least in part for the content of that paper. In this module you will learn that different organizations have differing conditions for being able to claim authorship on a paper, and discuss this in more detail in our exercise. You will learn about the different contributions an author can make to a manuscript, the responsibilities of each and how to determine author order.
作为一篇科技论文的作者，你将至少为文章内容承担部分责任。在这个模块中你将了解到不同机构对文章署名权的声明有不同的条件，同时在练习中有关于此的详细讨论。你将了解作者能够为一篇文章做出的不同贡献，作者的职责及如何确定作者排名。

In this module you will:在这个模块中你将：

1) find out about your rights and responsibilities in individual/multi-authorship 找出在单独或多署名权中作者的权利和职责。
2) learn about different ways to identify authors' contributions 学习到确定作者贡献的不同方式。
3) consider how to handle authorship issues/disputes 考虑如何处理署名权的问题及相关争论。

Selecting a Journal for Publication 选择发表期刊

You will hear about the various considerations that should be taken into account when choosing which peer-reviewed journal to submit to and which of those factors to prioritize.
你将听到在选择同行评审期刊时的不同考虑及哪些是优先因素。

In this module you will: 在这个模块中你将：

1) learn about the decision-making criteria that you should apply when selecting a journal 了解到选择期刊投稿时你可应用的做决定的标准
2) consider how these factors may change priority at various points in your career 考虑在你职业生涯中的不同节点，这些因素的优先性是如何改变的。
3) be able to customize our checklist for journal selection
能够为期刊选择定制清单

Submitting your Paper 提交论文

The cover letter is the first document that an editor will read upon submission, so it is important to take the time to write it well. In this module you will learn tips and techniques for writing a compelling cover letter without repeating the abstract. You will practice how to summarize your research succinctly and convey how

exciting your research really is and why it is worth publishing. You will understand what to include in the cover letter and how to declare conflicts of interest.

投稿信是编辑读到的第一份文件，所以花时间写好它是很重要的。在这个模块中你将学到写出一份不用重复摘要但却引人入胜的投稿信的技术和窍门。你将实践如何简要地总结你的研究，传达你的研究是多么令人兴奋及为什么它值得发表。你将明白投稿信要包含什么及如何声明利益冲突。

In this module you will: 在这个模块中你将：

1) learn what journal editors look for in a cover letter 了解到期刊编辑会在投稿信中寻找什么

2) discuss the best ways to summarize your research without repetition of the manuscript 讨论总结你的研究而不重复文章的最好方法。

2) find out what essential information you need to provide when submitting   your paper 找出在提交论文时你需要提供的关键信息。

The Editorial Process 编辑过程

Drawing from our experience at *Nature* and the Nature-branded journals, we provide an in-depth description of the editorial processes at international journals and how these can differ. By the end of this module you will understand the various stages of the decision-making process, the different possible outcomes, and how these decisions are made.
我们从 *Nature* 及 nature 系列期刊汲取经验，提供国际性期刊编辑过程的深度描述及是这些过程是如何不同的。到这个模块的末了你将会了解做决定过程的不同阶段，不同可能的结果及这些决定是如何做出的。

Mechanisms of Peer Review 同行评审机制

Peer review is a modern tool and plays a crucial role in the advancement of science. By the end of this module you will have a thorough understanding of the mechanisms of peer-review, how referees are selected for this pivotal role and, importantly, how to respond to the referees' comments professionally and constructively. Our instructive exercise, involving real referee reports, will give you key insights into peer review from an editor's point of view.
同行评审是一个现代工具，并在科技进步中扮演重要的角色。到这个模块的末了你将同行评审机制，审稿人这么重要的角色是如何被选出的及更重要的是如何专业地并有建设性地回复审稿人的意见有透彻的了解。我们有指导性的练习，包括真正的评审报告，将从编辑的角度出给对同行评审的关键看法。

Journal Decisions 期刊决定

This module covers the role of editors, authors and referees in the vetting, peer review and decision making processes. You will come away with a good understanding of general guidelines to follow after a paper is accepted, as well as how to deal with rejection. This includes information on how to appeal against a rejection.
这个模块包括编辑，作者及审稿人在审查，同行评审及决定过程中的角色。你将带着对文章接收后的一般性指南及如何处理被拒文章的很好的理解离开。这包括如何对拒稿上诉的信息。

Writing a Review 写综述

A review paper aims to convey how the understanding of a topic has advanced as a consequence of research over the previous few years.
In this module, you will find out how to evaluate the literature and ensure that all your citations are relevant. You will learn how to integrate and discuss findings in the text to create a story, and how to structure each section clearly to make it

easy to read. This knowledge will help you to write a review that is authoritative, objective and inspirational.

一篇综述文章旨在传达对一个主题的理解在过去的几年里是如何作为研究结果发展的。在这个模块中，你将发现如何评估文献及确保所有的引用都是相关的。你将学习如何在文中整合及讨论你的发现以便你写出一个故事及如何清楚地构架每个部分使得文章易读。这些知识将帮助你写出一篇权威客观的，启发性的综述。

Measuring Impact (under development) 衡量影响 （在发展中）

This module introduces the various ways in which bibliometrics are used to assess and compare research outputs. We show participants when and how bibliometrics can be useful to them, and how to use online sharing tools to increase the impact of their research.

这个模块将介绍文献计量学被用于评估及比较研究结果的不同方式.我们将为参与者展示文献计量你学何时及如何对他们有利，及如何使用在线共享工具来提高他们研究的影响。

Data management (under development) 数据管理（在发展中）

Accessible and logically structured data are vital not just for you, but also for people trying to reproduce and build on your work. This session will focus on how to collect and manage your data, and what to look for when storing and publishing it.

可访问性及逻辑构架的数据不仅对你同时也对那些试着重现及建造你工作的人来说都很重要。这个部分将聚焦在如何搜集及管理你的数据及当储藏及发表数据时应寻找什么。