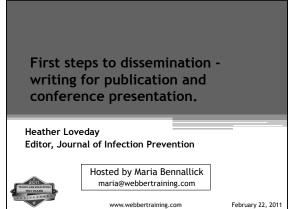
First Steps to Dissemination - Writing for Publication and Conference Presentation Heather Loveday, Editor, Journal of Infection Prevention

A Webber Training Teleclass



Objectives

- Select an appropriate publication/ dissemination destination;
- Assess the suitability of an opinion, education, service or research output for publication;
- 3. Write a plan for a publication using an appropriate publication format;
- 4. Discuss ethical issues associated with publication and dissemination.

An overview of the session

- Why you should publish or present at conferences?
- What do journal editors/ conferences want?
- The essentials of writing an abstract /paper/poster;
- Do's and don'ts of style and presentation
- Getting the most from peer review
- Publishing ethics

Why publish?

- It is important to:
 - Prevent the re-invention of the wheel
 - $\,{}^{_{\rm O}}\,$ Share and stimulate changes in practice
- · Challenge the status quo
- Disseminate your research or quality improvement initiatives
- Develop your professional skills
- Requirement of your clinical or academic role

What to publish?

- Something new
- Innovatory
- Transferable
- Well written / presented
- Relevant and accessible to the audience
- Important to practice or service delivery
- · Challenges the status quo

Selecting a Journal

- Check out information for authors
 - Structure
- Focus or scope of the Journal
- Word count
- House style (e.g. fonts, spacing)
- Referencing system
- Knowing what is expected could save you a lot of time later
- If you are not sure contact the Editor to discuss your idea

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Selecting a topic

- Your work is more likely to be accepted if it matches the publisher's need.
 - Look at previous contributions to see how your work will fit in.
- Add to the current state of knowledge.
- Look out for calls for papers especially for conferences and special issues of journals.
- If you have any doubts about the suitability of your work for this outlet then contact the editor to ask for advice.

The essentials.....

- The title is the hook!
- The abstract reels them in....

The hook

- Keep it short and to the point (10 to 15 word max)
- Use the key words in the title
- Don't be too obscure remember that citation indexes use the title in assigning MeSH headings.

The essentials....

 Good structure is like a good map, it makes a manuscript and poster readable. You need to signpost and link your material to ensure that readers don't get lost.

The essentials....

- Structure and style are important
- Spend time selecting the appropriate structure for the content and the reader
 - · Scientific (ImRAD)
 - · Quality Improvement
 - · Systematic Review
 - · Letter
 - · Opinion

Scientific structure - IMRaD

• As Eric Morecombe might say:

"You played all the right notes but not necessarily in the right order!"

Good structure requires planning, discipline and patience.

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The beginning or Introduction

- · Background and context
 - Setting
- Literature, policy and scientific
- Why was the study or improvement carried out?
- Keep it short and succinct

The middle 1 - Methods

- How you went about your study, outbreak investigation, review
- Describe how participants were selected and excluded
- Intervention
- Data collection tools
- Laboratory tests
- Measurement techniques
- Statistical methods
- Ethics
 - · Approval, Consent

The middle 2 - Results

- · This section also requires discipline.
 - Relevance is key
 - · Descriptive and statistical data
 - · Themes and categories
 - Verbatim quotes where they add to the story
- Use a balance of text, tables and figures
 - Don't use text to describe numbers or graphical data
 - Remember pictures and graphs can 'paint a 1000 words'

The end - Discussion

- Findings don't overegg the outcomes
- Strengths and weaknesses, remember nothing is perfect!
 - How might the design or execution be improved
- · Relationship of your study to other studies
- Particularly any differences in outcomes
 - · Negative findings are important
- What are the implications for practitioners, managers or policymakers, if any?
- Further research priorities

The essentials... style

- Clarity
 - Short words, sentences and paragraphs
- Vocabulary
 - Avoid jargon
- Use plain English
- Limit abbreviations
- Avoid slang and cliché
- Coherence
- Logical development
- First and last sentences

Posters.....

- Your poster should be designed to:
- · Catch the viewer's attention
- Quickly acquaint the viewer with the basics of your subject
- Make the viewer want to learn more

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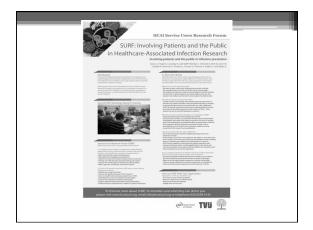
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Design essentials.....

- · Size and orientation matters
- Avoid crowded and cluttered posters.
- Your poster should stimulate discussion, not give a long presentation.
- Your material must be readable from distances of approximately three feet or more.
- Keep your text to a minimum. Emphasise graphics, charts, graphs and photos.
- Use simple fonts and font sizes that are easy to read; use bold type to ensure legibility.
- When choosing a background, remember that neutral or greyscale colours will be easier on the eyes than a bright colour.
- Use arrows, numbers, bullet points or other devices to show those who will be viewing your poster the preferred sequence in which your poster should be reviewed.

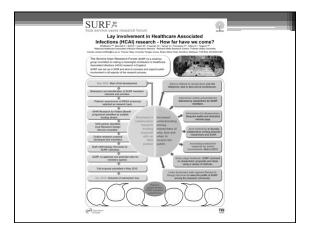
Design essentials.....

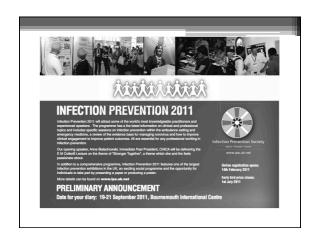
- Size and poster orientation check the guidance for presenters.
- Avoid crowded and cluttered posters.
- Your material must be readable from distances of approximately three feet or more.



Design essentials....

- Your poster should stimulate discussion, not be Lord of the Rings or a marathon presentation.
- Keep your text to a minimum. Emphasise graphics, charts, graphs and photos.
- Use simple fonts and font sizes that are easy to read; use bold type to ensure legibility.





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The Hurdles - Criteria for authorship

- Authorship should be based only on a substantial contribution to:
- Conception and design or analysis and interpretation of data and
- Drafting the article or revising it critically for important intellectual content and
- Final approval of the version to be published.

International Committee of Medical Journal Editors

The Hurdles - Peer review

- Manuscripts sent to 2-3 independent reviewers
- · Provide perspective on the quality of the paper
 - Objective
 - Subjective
- Benefits come from improving what is published rather than sorting the wheat from the chaff

The Hurdles - Conflict of interest?

- A conflict of interest exists when person has an affiliation that is not transparent to the reader or editor but which may affect his or her impartiality.
- · Always declare a conflict of interest.
- · Transparency is better than embarrassment.

Good publication practice

"Guidelines on good publication practice" from the Committee on Publication Ethics (COPE)

Available free at www.publication ethics.org.uk



Journal of the IPS

Bi-monthly publication

Blind peer review

Indexed by CINAHL and Scopus

Welcomes manuscripts from colleagues internationally that have relevance to UK practice

JIP Call for Papers

- Research and surveillance original research/ short reports
- Systematic reviews
- Quality improvement, patient safety, audit
- Scientifically designed product evaluations
- Education CPD topics, learning and teaching
- Management Commissioning, strategy, regulation governance
- Opinion and Letters
- Photo surveillance
- The quirky and light-hearted IPSus

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2011 British Teleclass Topics

February 22 ...
Writing for Publication and Conference Presentation
- First Steps to Dissemination

March 15 ...
Moving Closer to Nirvana – The Importance of Nurse Empowerment

April 12 ... (Free Teleclass)
Voices of the IPS

April 28 (Free Teleclass) ... A.D. Russell Memorial Teleclass
The Spaulding Classification, Disinfection and Sterilization: Is it Time to Reconsider

July 14 (Free Teleclass) ...
Climate Change and Infectious Disease

Free WHO Teleclasses (Europe) ...
- April 6 ... Hand Hygiene Education and Monitoring
- May 5 ... Importance of Worldwide Hand Hygiene Events & Activities
- July 20 ... Highlights and Results from May 5 Activities
- August 24 ... Latest Update on Clostridium difficile Control
- October 4 ... MRSA Control – Is Search & Destroy the Way to Go?