

How to publish a paper?

Cours tertiaire des Ecoles Doctorales EMMA et RP2E

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Objectives : The main purpose of the course is to give insight into the publishing procedure of new scientific results. It is described in detail how to construct a paper, how to select the journal and what procedure to follow until the paper appears. Another important aspect of scientific life is the participation at international conferences, which is also highlighted. Emphasis is made on personal contact making and establishing international collaborations. The course is given in English (some explanations can be asked for in French, if needed). Good level of English knowledge is required.

Program:

1. Session

1. Introduction
 - 1.1. Purpose of the course
 - 1.2. The content of the course
2. When there is a need to communicate our results at an international level?
3. Step no 1: identification of the co-authors
 - 3.1. How to estimate the extent of contribution of a co-author?

2. Session

1. Question period
2. Timing and partition of scientific work
3. Identification of the journal – the Impact factor
4. Composition of a paper
5. The title of the paper
6. Authors
7. Abstract
8. Key words
9. Introduction

3. Session

1. Question period
2. Remarks on the previous session
3. What tense to use?
 - a. Reference on earlier works
 - b. Our work
 - c. Active versus passive voice
4. Some typical errors in style and spelling
5. The “Experimental” section of the paper

4. Session

1. Question period
2. The main sections of the paper
3. An example for main sections
4. Solution to the exercise

5. Session

1. Question period
2. The “Discussion” section
3. The “Conclusions”
A story about a Conclusion
Another story
Example for Conclusions

6. Session

1. Question period
2. Acknowledgements
3. Citation of references
 - i. Numbering system
 - ii. Name and year systemStyle of Reference list
Examples
4. Appendix

7. Session

1. Tables
2. List of figures
3. Figures
4. Page numbering
5. Abstract
6. Typing of the manuscript
7. The covering letter
8. The Editor’s response
9. The Referee’s opinion
10. Acceptance letter
11. Special cases
 - a. First letter:
 - b. The Referee’s opinion:
 - c. The Editor’s letter:
 - d. Second letter:
 - e. The acceptance letter:

8. Session

1. Questions on previous session
2. The final stage of publishing
Proofs
Frequently used proofreaders’ marks:
Copyright
Reprints
3. Examination of manuscripts sent for publication

9. Session

Purpose of conferences
Who can organize a conference?
Format of participation
Organization
Oral presentation
Poster presentation
Special sessions
Proceedings
Rules to write a conference communication
Value of a conference paper
Rank of participation
Contact making during the conference
Other forms of meetings

10. Session

Scientific contact
Contact making during your doctoral studies
Post-doc positions
How to find a post-doc position?
Invitations, visits, seminars, corresponding
Establishing a collaboration
Joint proposals for funding collaboration
Problems around the ownership of scientific contributions in a collaboration
Scientific Curriculum Vitae
Example of a young scientist applying for a post-doc position