



Academic Writing II – Submission

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Submit your results to international conferences

- Oral presentation
- Poster presentation
- Conference proceedings

Submit your results to academic journals

- Top journals
- Traditional journals
- Open access journals



Eye Contact: Pick out 3-4 friendly faces in different parts of the room and speak to them individually for a full sentence or thought.

Voice and Volume: Speak slower than you think you need to. Use pauses for emphasis—a moment of silence can be incredibly powerful. Project your voice to the back of the room.

Body language: Avoid swaying or pacing nervously. Use purposeful hand gestures to emphasize points. Move with purpose.

Intonation: Intonation is the melody of your speech. It's not what you say, but how you sing it (without actually singing). In English, intonation carries meaning. Changing your pitch can completely change the message you send. The Anglo-American style, “pitch up and down”

Syllable: In English, and especially in the Anglo-American style of presentation, pitch movement happens on stressed syllables.



Chinese (Mandarin/Cantonese) as mother tongue

- No distinction between /r/ and /l/
- No voiced consonants at ends of words
- No reduced vowels (schwa)
- Often syllable-timed (every syllable equal length)

The Three Pillars of Accent Modification

1. **Individual Sounds** (Phonemes): How you pronounce consonants and vowels, most sounds are understandable in context.
2. **Syllable Stress**: Which syllable gets emphasis within a word, wrong stress can make a word unrecognizable.
3. **Intonation & Rhythm**: The melody and timing of your speech, this carries the meaning and emotional tone.

The International Union of Forest Research Organizations (IUFRO) is a non-profit, non-governmental international network of forest scientists, which promotes global cooperation in forest-related research and enhances the understanding of the ecological, economic and social aspects of forests.
<https://www.iufro.org/>

IUFRO's field of scientific activity is spread over a number of **Divisions**.

1. Silviculture
2. Physiology and Genetics
3. Forest Operations Engineering and Management
4. Forest Assessment, Modelling and Management
5. Forest Products
6. Social Aspects of Forests and Forestry
7. Forest Health
8. Forest Environment
9. Forest Policy and Economics



Study all authors' instructions appearing in the target journal.

Follow these instructions exactly, checking them as you write, and then rechecking.

It is a grave mistake to submit a paper in the style of another journal. It has been rejected recently.

A serious error that will disturb any editor is to ignore journal instructions and choose the wrong style for your references, say between Harvard and Vancouver.

Including errors and flaws can harm your reputation as a serious writer, perhaps also as a serious scientist.



1. E-mail address
2. Full postal address
3. Telephone and fax numbers
4. Keywords
5. All figure captions
6. All tables (including title, description, footnotes)
7. All equations (including notations)
8. Spell-check and grammar-check
9. References are in the correct format for the journal
10. All references are double checked (Reference list, text)



Checklist for **Introduction**

1. Use a logical plan to order your citations
2. Use information prominent and weak author prominent citations at the beginning and at transitional points in Stage II
3. Use author prominent citations to report specific findings later in Stage II
4. Include all three stages in their proper order
5. Indicate a gap in the research in stage III
6. Choose research or report orientation for stage IV
7. Choose theoretical/applied perspective for Stage V



Checklist for **MM**

1. Integrate the materials description with the procedural description
2. Briefly identify conventional materials.
3. Use three-step order for describing specially designed materials
4. Choose spatial or functional arrangement when describing principal parts.
5. Include all information necessary for someone to replicate your procedure
6. Describe the procedure chronologically.



Checklist for **Results**

1. Include three elements of information in presenting results, in either long or short format
2. Write comments after each important finding, or put a general comment after the results.
3. Write comments for various functions, depending on your findings.



Checklist for **Discussion**

1. Include various elements of information, depending on the problems encountered, results obtained, possible applications, and further research needed.
2. Move from specific results to general implications.
3. Use complex structures including noun clauses to express your position towards the findings
4. Use past tense to refer to the original hypothesis and to review your results.
5. Use the simple present tense to compare your findings with those of others.
6. Use the simple present and modal auxiliaries or tentative verbs to make implications or recommendations of to suggest applications
7. Use special expressions to indicate your position towards any of the information elements included.

Checklist for Relevance, Contents, and Formal Quality of your manuscript

Relevance of the paper

1. Is the work new and significant enough to deserve publication?
2. General and international interest of the results?

Contents of the paper

3. Is the aim of the paper clearly stated and unambiguous?
4. Are the data clearly and concisely presented?
5. Is the study design proper for the aim of the paper?
6. Are the methods presented clearly enough to allow other researchers to repeat the study?
7. Do the results respond to the aim of the study?
8. Is the discussion relevant and adequate on the basis of present knowledge?
9. Has the pertinent literature been cited?

Formal quality of the paper

10. Is the title of the manuscript clear and informative and does it cover the main items of the study?
11. Is the statement good?
12. Are the language and the structure of the manuscript clear and logical?
13. Should the manuscript be condensed?
14. Should some parts be expanded?
15. Is any improvement needed in the tables and figures?
16. Are all the tables and figures justified?



NNPs vs. NPs

NNPs wrote long letters (about 79 words each), whereas the NPs averaged only 33 words

NNPs

1. An appeal to the editor

2. About the article

3. About the writer

4. Reason for publication

5. Thanking the editor

6. Seeking a response

7. a positive response

NPs

Used by only 1 of 25 NPs

Favored by the NPs

Used by

none of the
NPs

Favored by the NPs

Never used by NPs



All authors contributed substantially to this work
This manuscript is not submitted elsewhere
It duplicates no portions of other texts by the author(s)
No financial support came from any source benefiting from these results
The project follows accepted humane and ethical practices
Mention any revision / editing by a native English-speaker
Keep cover letter brief

Always try to use your recipient's name (not "Dear Editor / Madam")



Sample professional cover letter

Please find enclosed a manuscript entitle “X,” reporting our / my latest / on-going / current /recent research into Y, for consideration by your journal. Its findings indicate that AA may be cause of BB.

The material presented is based on the original research of the author(s) and is not being offered for publication elsewhere.

Correspondence regarding this article should be directed to NN. We / I look forward to hearing from you.



Second-submission cover letter

Thank you for considering / taking into consideration our paper / article, entitled “X in Y.” We have made, to the best of our ability, the / all the revisions suggested, and these are outlined / explained point by point on the attached pages / in the accompanying file.”

This version has been revised by a native English speaker. We hope that you will find this version more acceptable. Looking forward to / Awaiting your reply / response.”



Extremely rarely is any manuscript accepted without changes

The most valuable thing you can ever receive is fair and honest criticism

Seek criticism, invite it, welcome it

NNPs may have a struggle with referees' language

A list of reviewers' colloquial terms:

1. Check, go through, put more simple, tidy up, reword, have another look
2. Drop, leave out, weed out, scrap, cut down, tighten (up) versus give more weight to, emphasize; you forgot to mention
3. Correct accordingly / in accordance with / according to; mistaken, missed the point, should've checked, make clearer, you meant to say ...



Check before submission

The appropriateness of your title

The clarity of your abstract and figures

The originality, relevance, and usefulness of your findings

Are there any ambiguities, and errors in statistics, facts, or logic?

Is there any unjustified speculation?

Reply directly to the editor and quote the reviewers' criticisms in full or briefly.



Act on every comment or fully explain why you cannot
Always be polite to the editor and polite regarding your reviewers
Be as objective and formal as you were in your manuscript

Sample phrases:

“As advised / suggested / pointed out, I have reworded / added / deleted / corrected X”



- Elsevier, 2007. How to Write a World Class Paper. Elsevier Author Workshop. 205 pp.
- Ethics Toolkit from Elsevier: https://researcheracademy.elsevier.com/uploads/2018-02/ethics_a5_booklet_update260617_web.pdf
- Norris, C.B., 2005. Academic Writing in English. Language Services. University of Helsinki. 70 pp.
- Online Research Ethics Course:
https://ori.hhs.gov/education/products/montana_round1/research_ethics.html
- Swales, J.M., Feak, C.B., 1994. Academic Writing for Graduate Students -- Essential Tasks and Skills. The University of Michigan Press. 253 pp.
- Weissberg, R., and Buker, S. 1990. Writing up research: experimental research report writing for students of English. Prentice Hall, Inc. 202 pp.