

Agenda for The University of Tokyo

24 November 2017

Please see below for the finalized agenda for the one-day workshop to be held at The University of Tokyo on November 24th.

1. Publication ethics (9:00 – 9:30)

- Authorship
- Data manipulation
- Transparent reporting
- Plagiarism

2. Academic English (9:30 – 12:00)

- English vs Japanese scientific writing style
- Improving readability
- Avoiding ambiguity
- Writing simply and concisely
- Avoiding common mistakes
- *Activity: Improving poorly written sentences*

Lunch (12:00 – 13:00)

3. Manuscript structure (13:00 – 15:30)

- Logically structuring your Introduction
- Transparently reporting your methodology
- Clearly presenting your findings
- Discussing the significance and impact of your study
- Effective titles and abstracts
- *Activities: Choosing the best aims and conclusion when given a research problem*

4. Publication strategies (15:30 – 17:00)

- Choosing the right journal
- Efficient submission strategies
- Writing an impressive cover letter
- *Activity: Improving a poorly written cover letter*

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