

Training Course on Scientific Writing (11th – 15th July, 2011)

INTRODUCTORY DOCUMENT

Jointly Organized by



आरोग्यम् सुखसम्पदा

**Deptt. of Community
Health Administration
National Institute of Health
& Family Welfare,
New Delhi**



World Health Organization

WHO India

Training Course on Scientific Writing (11th – 15th July, 2011)

Hotel Ambarish, Ganeshguri, Guwahati, Assam

Course Coordinating Team

Course Director	:	Prof. Deoki Nandan
Course Coordinator	:	Dr. M. Bhattacharya
Course Co-coordinator	:	Dr. Renu Shahrawat



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Introduction

A critical aspect of the scientific process is the preparation of reports and reporting of new results in scientific journals in order to disseminate information to the larger community of scientists. Communication of the results contributes to the pool of existing knowledge. Often it provides scientific knowledge for future research. Communicating research findings in peer reviewed journal is a prerequisite skill for every public health personnel. This Scientific Writing Training Course is designed to help health professionals to document their researches. The learnings from the workshop will upgrade their skills to effectively communicate the findings from the field based on programme data and from research studies.

Objectives

- Evaluate the current skill level, determine strength & weaknesses & focus efforts on improving every aspect of scientific writing.
- Illustrate the process of writing research documents/ reports more efficiently;
- Demonstrate and write various sections of the scientific paper/ report precisely.

Course Contents

- Draft manuscript/report
- Argument Matrix
- Writing Title, Abstracts, Methods, Table, Figures
- Results and Discussion
- Authorship and Ethics

Methodology

The course consists of “learning by guided practice” and will have lectures, discussions, exercises, and critique sessions. A draft of the manuscript prepared by the students will be given as an exercise to learn the various components of the scientific writing.

Duration

Five days (11 - 15 July, 2011)

Number of Participants

16 Participants

Nature of Participants

Officers from health directorate working as programme officers of any health programme at center, state/ district level and faculty members from government & private medical, research organizations.

Training Outcome

At the end of the course participants would be able to:

1. have improved their own scientific writing/ documentation skills;
2. developed an aptitude to use peer-review comments in writing.

Venue

Hotel Ambarish, Ganeshguri, Guwahati, Assam

Road Map

To develop a pool of officers for preparing reports and research papers in Health system, medical colleges and other academic institutes.

**Programme Schedule of Training Course on Scientific Writing at
Hotel Ambarish, Ganeshguri, Guwahati, Assam**

11th -15th July, 2011

11th July, 2011: Introduction to the course, preparing a detailed outline of the manuscript			
Time	Activities	Broad learning objectives	Resource
09.00-09.30	Registration		
9:30- 10:30	Inauguration	Welcome, about the training course, addresses by Director, NIHFW and Guest and vote of thanks	
10:30 – 10:45	TEA		
10.45-11.30	Challenges in Report Writing and Publishing Research Studies	<ul style="list-style-type: none"> • Become familiar with the concept of preparing reports and publishing research papers in Peer Reviewed Journals. 	Dr. Deoki Nandan Director-NIHFW
11.30-13.00	Presentation of the argument matrix	<ul style="list-style-type: none"> • Become familiar with how to construct an argument in a scientific manuscript 	Dr. M. Bhattacharya NIHFW
13.00-14.00	Lunch		
14:00-15:15	Style of Writing a report or a scientific paper	<ul style="list-style-type: none"> • Become familiar with the essential elements of style of writing a report or a scientific paper. 	Dr. Bandana Malhotra Medical Editor & Publisher
15:15-15:30	TEA		
15:30-17:00	Basics of Report Writing	<ul style="list-style-type: none"> • Participants understand the basics of report writing. 	Dr. Bandana Malhotra Medical Editor & Publisher
17:00-19:00	Participants work in small groups to create draft manuscript of style of writing and section of report	<ul style="list-style-type: none"> • Consolidate knowledge/skills on preparing a programme data report and style of writing. 	All Facilitators

12th July, 2011: Writing Methods, Table and Figures			
Time	Activities	Broad learning objectives	Presenter
09.00-10:15	Style of Writing with focus on language and grammar	<ul style="list-style-type: none"> Become familiar with different language and grammar in writing a report. 	Dr. Bandana Malhotra Medical Editor & Publisher
10:15-11:00	Presentation on style of writing and sections of a report	<ul style="list-style-type: none"> Discussion on style and sections of a report 	Ppt by participants
11:00-11:15	TEA		
11.15 –12.15	Presentation on methods, tables and figures	<ul style="list-style-type: none"> Become familiar with the essential elements of methods, and need for tables and figures 	Dr. M. Bhattacharya NIHFW
12.15 –13.00	Participants work in small groups to write the methods section of the given data	<ul style="list-style-type: none"> Acquire skills on writing the methods section 	All Facilitators
13.00-14.00	Lunch		
14.00-15.00	Participants work in small groups to edit/recreate the tables and figures of the given data	<ul style="list-style-type: none"> Acquire skills in preparing tables and figures of a given data 	All Facilitators
15:00-15:15	TEA		
15.15-16.15	Ethics issues in scientific writing	<ul style="list-style-type: none"> Become familiar with issues related to plagiarism, scientific misconduct etc. 	Dr. Jnanen Sarma GMC
16.15-18:00	PPT on methods & data presentation	<ul style="list-style-type: none"> Participants present the method section with tables & figures 	Ppt by participants

13th July, 2011: Writing Results and Introduction			
Time	Activities	Broad learning objectives	Presenter
09.00-10:30	Writing the results of a manuscript	<ul style="list-style-type: none"> Become familiar with the essential elements of writing the results 	Dr. M. Bhattacharya NIHFW Dr. Renu Shahrawat NIHFW
10:30-11:30	Participants work in small groups to write the results section	<ul style="list-style-type: none"> Participants present the results section 	All Facilitators
11:30-11:45	TEA		
11.45-13.00	Presentation on results by the teams	<ul style="list-style-type: none"> Become familiar with the essential elements of writing results 	Ppt by participants
13.00-14.00	Lunch		

13th July, 2011: Writing Results and Introduction			
Time	Activities	Broad learning objectives	Presenter
14:00-15:15	Writing the introduction	<ul style="list-style-type: none"> Become familiar with the essential elements of introduction 	Ms. Anagha Khot WHO Country Officer India & Dr. Renu Shahrawat NIHFW
15:15-15:30	TEA		
15:30-17:00	Participants work in small groups to create the introduction of the draft manuscript	<ul style="list-style-type: none"> Consolidate knowledge/skills on results and introduction section 	All Facilitators
17:00-18:00	Communication with journal editor for publication	<ul style="list-style-type: none"> Participants will become familiar with how to respond to reviewer's comments. 	Dr. Sajida Ahmed GMC

14th July, 2011: Writing Discussion, Limitations and Conclusions			
Time	Activities	Broad learning objectives	Presenter
09.00-10.30	Writing the discussion & conclusion	<ul style="list-style-type: none"> Become familiar with the essential elements of the discussion & conclusion section 	Dr. M. Bhattacharya NIHFW Dr. Rajesh Khanna NCHRC
10:30-11.30	Participants work in small groups to write the discussion & conclusion section	<ul style="list-style-type: none"> Acquire skills on writing the discussion & conclusion section of a manuscript 	All Facilitators
11:30-11:45	TEA		
11.45-13.00	Participants present discussion & conclusion	<ul style="list-style-type: none"> Skills acquired in writing discussion & conclusion section 	Participants
13.00-14.00	Lunch		
14.00-15.30	Presentation on limitations and recommendations of the study	<ul style="list-style-type: none"> Acquire skills in writing the limitations and recommendations of a report 	Dr. Rajesh Khanna NCHRC
15.30-15.45	TEA		
15.45-17.00	Participants work in small groups to write the limitations and recommendations of their manuscript	<ul style="list-style-type: none"> Consolidate knowledge/skills for the day 	All Facilitators
17.00-18.00	Writing the Title and references	<ul style="list-style-type: none"> Become familiar with writing a good title and formatting references 	Dr. Renu Shahrawat NIHFW

15th July, 2011: Writing Abstract, Title, Outlines, Publication Process			
Time	Activities	Broad learning objectives	Presenter
09.00-10.00	Writing an Abstract and executive summary	<ul style="list-style-type: none"> • Understand how to effectively write an abstract 	Dr. Rajesh Khanna NCHRC
10.00-11.00	Participants work in small groups to write the abstract and executive summary	<ul style="list-style-type: none"> • Acquire skills on writing an abstract of a manuscript 	All Facilitators
11:00-11:15	TEA		
11.15-12.15	Participants work in small groups to finalise their report.	<ul style="list-style-type: none"> • Able to prepare a scientific article/ report 	All Facilitators
12:15-1:30	Assessment of the final report	<ul style="list-style-type: none"> • Presentation of the final manuscript 	Ppt by participants & assessment by facilitators
1.30-14.15	Lunch		
14.15-15.15	Continued.....	Continued.....	Continued.....
15.15-16.00	Wrap up	<ul style="list-style-type: none"> • Open discussion, feed back, post course evaluation 	Facilitators
16.00—16.30	TEA		

The programme is residential and during the training the participants will be working in the evening to complete the report so that it is ready in a period of 5 days, facilitated by the facilitators.

There will be a tea break in the pre lunch and post lunch session, each day.

Facilitators

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