DOs and DON'Ts in Scientific Writing

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Content

- DOs & DON‘Ts regarding:
  - Title
  - Abstract
  - Introduction
  - Results
  - Discussion
  - Conclusions
  - Acknowledgements
  - References
  - Figures

- DOs & DON‘Ts in general
Title

- not too long
- reflect main topic
- provoke interest
Abstract

- brief summary

- what, why, when, where, how, main results, conclusion

- impersonal form of writing:

Don't: I (We) found....

Do: It was found....

https://www.wikihow.com
Introduction

- begin: general discourse of the scientific issue(s)
- proceed from the general to the particular
- end: clearly state the scientific aims
- do not pre-empt any results here
Results

- present your results in logical order

- figures should be standardized in format, letter fonts etc.

- do not overload figures with unnecessary information
Discussion

- the results should be discussed
  → point by point

- concentrate on the central issue(s)
Conclusions

- highlight what is new
- and the implications
Acknowledgements

- persons, institutions, sponsors

- everyone who deserves your gratitude

- express your appreciation to the peer reviewers
- and editors, often taken for granted
References

- every citation
  → in the text, in figure captions, on figures in tables etc.
  → should be contained in the reference list and vice versa

- strictly follow the required format
Figures

- design carefully (use space economically)

- ensure color schemes are compatible and clearly distinguishable
## DOs & DON‘Ts in general

<table>
<thead>
<tr>
<th><strong>DO NOT</strong></th>
<th><strong>DO</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>plagiarize</td>
<td>reference whenever you say/write something that is not your own</td>
</tr>
<tr>
<td>take for granted that the spell check on your computer is accurate</td>
<td>check spelling, grammar and punctuation etcetera. Proofread and use a dictionary.</td>
</tr>
</tbody>
</table>
DOs & DON‘Ts in general

**AVOID**

- slang, jargon, or sexist language
- shortened verb forms such as they're, isn't, can't.
- conversational openings such as Well, you see, Yes…, Let's move on.

**USE**

- formal language
- full verb form instead, e.g. they are, is not, cannot
- appropriate connector phrases
DOs & DON‘Ts in general

**AVOID**

I think James (2008) believes that global warming will…

personal pronouns e.g. I, you, we

We think that you should be able to compete.

assumptions or giving your opinion

**USE**

James (2008) believes that global warming will…

non-personal ones, e.g. It should be possible for everyone to compete.

objectiveness
DOs & DON‘Ts in general

**AVOID**

- posing (direct) questions in the running text
  → Can carbon emissions be reduced?

- mixing words and numbers unsystematically

**DO**

- convert questions into statements
  → The possibility of carbon emissions being reduced is questionable.

- use words for numbers
  → for nine and below
  → for 10 and above.
Sources

https://www.elsevier.com

https://www.researchgate.net

http://awelu.srv.lu.se/grammar-and-words
Thank you for your attention