

## Chem 360 Lecture 9b

Title Peer Review  
Chapter 18: Finalizing Paper  
(i.e. proof-reading)

## Remaining schedule

- Schedule:
  - Today (May 26): Title Peer Review  
due:HW 7.1, 7.2; Lec on : "Proof-reading"
  - Fri(5/28): Revs'd Intr & Abstrct /Grp Exer ch.7
  - Next week: Mon (Memorial Day)
  - Wed(6/2)\*– Final paper due;"Ethics" (handout)
  - Fri (6/4)– personal furlough day-no class
  - Wed (June 9; 8-10:30am) – **Final Exam.**
  - \*pizza (?)

## Today:

- Turn in Revised *Introduction* and *Abstract*
- Pick up hand outs on Ethics. (reading assignment for Wednesday, June 2)
- Pick up your Abstract drafts
- Lecture on: Proof reading
- Peer review your *Title*

## Chapt 18: Finalizing your paper

Finalizing your paper is very important!

- Earlier revisions may need polishing.
- Combining the "parts" not often sufficient.
- Step back, reflect on the whole.
- Are you proud of your work? What needs improvement?

## Chapt 18: Proof reading

To be a good writer, need to do careful editing of your own work.

- Identify features of effective writing
- Examine written work from various angles
- Take systematic steps to improve writing
- Finalize to meet expectations of audience

## Looking at the whole paper

- Read entire paper several times
- Critique it using 9 "angles":
  1. Organization    2. Follow through
  3. Redundancy    4. Conciseness
  5. Tense &Voice    6. Common Errors
  7. Science Content
  8. Adherence to guidelines
  9. Formatting and overall appearance

### 1. Check the Organization

- Examine
  - A) Headings
  - B) Subheadings
  - C) Opening sentences in key paragraphs
- Make outline from headings/subheadings and see if they flow logically

### 2. Verify Follow through

- Reread and consider: intro -> conclusion
  - a) What promises were made?
  - b) Are intentions overstated/understated?
  - c) Do gap-related statements *foreshadow* your results well?

### 3. Eliminate Redundancy

- Redundancy : unnecessary repetition of phrases or sentences
  - a) Check sentences after headings and subheadings.
  - b) Examine sentences that transition from one section to next.
  - c) Word the abstract and the main article differently.

### 4. Maximize Conciseness

- Concise = succinct; brief
  - a) Eliminate unnecessary words/phrases/sentences
  - b) Use nominalizations
  - c) Omit author's names

### 5. Check tense/voice

- Recall:
  - a) Past tense/passive – for your current work
  - b) Present tense/active voice – for scientific truths
  - c) Present perfect – (for work done by others)

### 6. Correct common errors

- Reread your article for variety of common errors - for example:
  - a) Spelling and typos
  - b) Missing verbs
  - c) Punctuation
  - d) Verb – noun agreement
  - e) Parallelisms
  - f) Plural words

### 7. Review Science Content

- Reread your article for its ...
  - a) Description of importance and implications
  - b) Reference to others' work
  - c) Description of Methods
  - d) Use of hedging words

### 8. Adherence to Guidelines

- Reread specific requirements of publication:  
"Information for Authors"

### 9. Examine Formatting /Appearance

- Check numbering of figures, tables, equations
- Check margins
- Check fonts
- SECTION TITLES vs Subheading Titles

### Peer-Review your Titles