

# YOUR FIRST PUBLICATION



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**Sharing Ideas Through Writing and Publishing**

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# Your First Publication

## SHARING IDEAS THROUGH WRITING AND PUBLISHING

### OBJECTIVES

1. Define the process of publishing an article
2. List resources for getting articles published
3. Describe the advantages and disadvantages of solo authoring versus co-authoring
4. Differentiate between practice and research articles



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Based on a work at [nursestoner.com](http://nursestoner.com).

# Your First Publication

## **PRE-WORK**

Determine the topic of your first publication

Identify a list of potential journals for publication

Use journals that you often look at for references

Download the author guidelines from those journals

Determine if the journal has thematic issues and the deadlines for submission

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# Guide to Getting Evidenced Based Articles Published

## Checklist

- Determine 2 sentence purpose of article
- Select a list of potential journals for submission
  - AUDIECE—AUDIENCE—AUDIENCE everything you write should reflect the interests of the journal audience (which is different than instructors or committees) Faculty have to read your work, editors and their customers do not have to read what you write....make them WANT to
- Download author guidelines and determine best fit
  - Publication schedules
  - Formatting requirements (not all use APA)
  - Departments – some journals have authors submit manuscripts to different department editors
- Create an outline of the article with references
  - Only use references you cite in the paper
  - Determine if you will be using any figures or tables, which are very desirable
  - Determine if you will cite or create any resources for the web, very desirable
- Determine if you want to send a query letter and submit the outline
  - Allow 2-4 weeks for reply, often will get sooner
- Always be polite and professional when communicating with editors, never submit an article to more than one journal
- Be willing to engage in a conversation and take suggestions offered by editors
- If you receive the go ahead to submit, stick to timelines and other requirements

# Suggestions for a Practiced Based Article

First manuscript is likely to be a reflection piece, could also be poetry, artwork

- Think about a topic you are interested in
  - An experience you have had, memorable patient or other encounter
  - Experience that was powerful
  - Goals you have for your education (returning to school) or changing career
  - Reaction to something you saw in practice
  - Description of someone meaningful such as a nurse, patient or mentor
- Look at author guidelines for (in order), see Appendix
  - Web publications or trade publications
- Consider writing with a colleague the first time, makes it more fun and you can motivate each other to keep going
  - Asking a question:
    - <http://www.questionpoint.org/crs/servlet/org.oclc.home.TFSRedirect?virtcategory=11352>
    - Search guides--the Kaiser librarian is a great resource for you!!!!
    - APA guide (or guide used by the journal)
    - You can look at back issues of most nursing publications in the online library, log on to: <http://www.lib.csusb.edu>, then CINAHL and then in the upper left corner of the page look at "publications", you can look through current and prior issues of the journal you may be writing for.
- Develop an aim for your manuscript, be clear about what you want to say
  - Create an outline of the author guidelines for outlines:
    - <http://www.lavc.edu/library/outline.htm>
  - Conduct of brief literature search on the topic, see what others have written
    - Include their comments in your outline, cite properly, look for reviews of the literature, look in professional organization websites & government sites
    - Create a reference list, only include articles and web sites you are using for the article
  - Consider adding interviews to strengthen the content of your article. Cite accordingly as a personal communication according to APA
- Select the publication you will submit to, focus your article to the guidelines of the journal
- A complete review of journals is available at:  
Nurse Author Editor <http://www.nurseauthoreditor.com/library.asp>
- A great tool for APA and formatting is at (not all journal use APA):  
<http://sites.google.com/site/nahrsnursingresources/apa>
- Before deciding on a journal, read a few issues to get a sense of the publication

- Consider sending a query letter to the editor of the publication/web site
- Never send a query to more than one editor at a time
  - Guidelines for query letters: <http://www.writing-world.com/basics/email.shtml>
    - State the aim of your article
    - Let the editor know when the manuscript will be ready
    - Describe any photographs or multimedia that will be available to supplement the article
  - Allow 1-2 weeks for a response, check your email regularly and respond promptly, even if you find out the editor is not interested in your article, send a thank you note for taking the time to review the proposal
  - Be sure to check your email regularly when waiting for a reply
  - Do not attach an email note that you want to be notified when the editor reads the email
- **The first draft**
  - Follow the format of the author guidelines, no deviation
  - Follow the outline you created, especially if you submitted it to the editor of the journal, the editor will be expecting an article that follows the outline
- **Consider how to illustrate the main points in your article**
  - Get help with photography. Some tips for photography:
    - Use the draft of your paper to determine which key points need to be illustrated. Underline those points and work with your photographer to develop the images.
    - You will need to get consent from people for their photograph to be published. Don't be shy about asking.
      - If you are photographing someone who does not sign their name and is an adult, you can record their verbal permission and keep on file.
  - Get a professional picture of yourself that you can submit for publication with the article
  - Set up clinical shots in the skills lab or ask permission of the clinical site, to reinforce the key points of the story
  - If you have a drawing skill, consider using that to illustrate your article
  - Create a podcast or movie to go with the article, upload to YouTube, must have written permission from subjects
  - Photography tips: [http://www.kodak.com/eknec/PageQuerier.jhtml?pq-path=317&pq-locale=en\\_US&\\_requestid=69506](http://www.kodak.com/eknec/PageQuerier.jhtml?pq-path=317&pq-locale=en_US&_requestid=69506)
- **Ensuring integrity**
  - If someone helped you write the article, you can list them in the acknowledgements. Always ask their permission to include their name in the acknowledgements
  - The most common mistake writers make is in the references. Misspelling names, incorrect titles, and the like is a sign you were not focused on ensuring accuracy of original sources. Check, recheck and triple check references. When you are doing your literature search, you can also copy and paste the exact reference format using many styles from the library. See the librarian for help. Copy and pasting the reference will save a lot of time and ensure the accuracy of your final manuscript.
- **Final Article**
  - Once you complete the final draft, sleep on it one more night before you turn it in

- Double check the author guidelines, note HOW the article is to be submitted and an additional items such as a photograph.
- Never submit to more than one journal at a time.

## The Review Period

- Articles can take from days to months to be reviewed and receive notification of acceptance
- Be patient!
- The editor will review the article and determine if it is going to receive a full review. Not all journals are peer reviewed, trade magazines are generally managed by an editor and are a great place to have your first publication. Journals dedicated to research and scholarship will be peer reviewed and the review can take 2-6 months.
- No matter what type of journal you select and selects your article, the article is not complete until it is in print.
  - Every journal needs to format the final version of the article given the page restrictions of the journal issue your article will appear.
  - A copy editor will review the content, grammar, punctuation and suggest changes. The copy editor will also find additional areas that may need further clarification.
  - Every editor I have ever worked with has improved even the most cherished thoughts I have had. Be humble and open to changes suggested by the professional editors at the publication

## Post Acceptance Work

- Once your article is accepted for publication, there is still work to do to. Ensure the final printed version is correct
  - Acknowledge acceptance, usually in the form of an email, promptly
  - Complete any paperwork that transfers copyright to the publisher promptly, generally speaking you do not own the article once it is published

## Suggested list of Publications for First Time authors

Advance for Nurses: <http://nursing.advancweb.com>

Nurseweek: <http://www.nurse.com>

Working Nurse: <http://www.workingnurse.com/>

Minority Nurse: <http://www.minoritynurse.com/>

Dimensions in Critical Care Nursing: <http://journals.lww.com/dccjournal/pages/default.aspx>

## Examples of work I have assisted with:

**C.A.R.E Model for Postmortem Care**

Pair of Students: Ng Eboka and Genevee Fallesgon

*ADVANCE for Nurses*

<http://nursing.advanceweb.com/Features/Articles/Holistic-Nursing-at-End-of-Life.aspx>

**Critical Care Visitation and the Headache that Follows**

Nijhenee Chakma and Justin-Paul Ocampo,

Dimension of Critical Care Nursing Jan/Feb 2011

[http://journals.lww.com/dccnjournal/Fulltext/2011/01000/Personal\\_Reflection\\_\\_Critical\\_Care\\_Visitation\\_and.8.aspx](http://journals.lww.com/dccnjournal/Fulltext/2011/01000/Personal_Reflection__Critical_Care_Visitation_and.8.aspx)**Discharge of Homeless Patients:** Pair of students: Cathi Patterson & Bunni Brown

Nurse Week

<http://news.nurse.com/article/20100614/NATIONAL02/106140071/-1/frontpage>**Shackles in the Hospital**

Jennifer Reyes Cruz and Julian Canlas

ADVANCE for Nurses

<http://nursing.advanceweb.com/ebook/magazine.aspx?EBK=NSG091310#>**The Nurse's Role in Medication Reconciliation**

Darcy Cloutier-Fernald and MariGrace Bauer

<http://nursing.advanceweb.com/Student-and-New-Grad-Center/Student-Top-Story/Medication-Reconciliation.aspx>**Central Line Care Saves Money**

Pair of students: Jeremy Arcaira and Rai Claronino

<http://nursing.advanceweb.com/Student-and-New-Grad-Center/Student-Top-Story/Central-Line-Care.aspx>

## Did you know?

- Most published work is done for free? There are exceptions.
- You do not own the rights to the publication, unless that is specified in the copyright transfer form
- You cannot photocopy or distribute copies of your published article without the publisher's permission, since they usually own the copyright after publication
- You should add the reference to your resume under a special heading: Publications
- You can cite your own publication in your work
- Many nurses have a subject they feel passionate about and write many articles on the topic in their professional career. Each time you write a new article on the topic, the next article should have a different focus and not simply be a restatement of what you have said in other articles. This is called *self plagiarism*
- Sign up eTable of Contents alerts to stay current on your topic of choice. Once you find publications that are interesting to you, go to the journal website and sign up for emails to receive the Table of Contents when a new issue is published
- Sign up for Medscape Nursing email alerts to get a general sense of important topics:  
<http://www.medscape.com/nurses>



## Examples of Nursing Books

The Final Arc of the Sky by Jennifer Culkin

Critical Care: A New Nurse Faces Death, Life, and Everything in Between by Theresa Brown

A Nurse's Story, The making of Nurse by Tilda Shalof

You are next!

## Other Examples

- 10 tips for new managers
- 10 things I wish would happen
- The importance of <working with students, working with travelers, etc)
- 10 things patients taught me
- What it is like to make a mistake