

Tip of the Week #101

By Bernard Appiah | 29 October 2012

In general, avoid redundancy in writing. For example, instead of writing "The cup was completely full," write "The cup was full."

Tip of the Week #101

Bernard Appiah 著，2012 年 10 月 29 日；范晓晖 译

一般来说，写作中应避免语言冗余。例如：不要写 "The cup was completely full." （“这个杯子完全满了。”）；而应写 "The cup was full." （“这个杯子满了。”）

Tip of the Week #102

By Bernard Appiah | 06 November 2012

Often grant proposals for service projects are rejected because they lack evidence that the project will become self-sufficient after the grant is completed. When writing such a proposal, look for ways to sustain the project and clearly make them known to the reviewer or funder.

Tip of the Week #102

Bernard Appiah 著，2012 年 11 月 6 日；范晓晖 译

申请提供服务的课题基金通常得不到批准，这是因为无法证明资助结束后课题还能继续下去。在写这类申请书时，应当想方设法使课题得以持续，并向评审者或基金提供者清晰表明这一点。

Tip of the Week #103

By Bernard Appiah | 12 November 2012

Make sure the methods section of your scholarly paper is informative. For instance, instead of just saying "participants", specify relevant characteristics, such as age and gender. Similarly, rather than only stating that the water was heated, state the temperature.

Tip of the Week #103

Bernard Appiah 著，2012 年 11 月 12 日；范晓晖 译

你的学术论文“方法”部分应提供充分的信息。比如，不要只是说“参加者”，而应提供诸如他们的年龄和性别等相关特征的信息。同样，不要仅仅说将水加热了，还应说明水的温度。

Tip of the Week #104

By Bernard Appiah | 19 November 2012

Book review editors of journals often recruit reviewers and also welcome volunteer reviewers. If you wish to do book reviewing, contact the book review editor.

Tip of the Week #104

Bernard Appiah 著，2012 年 11 月 19 日；范晓晖 译

期刊书评的编辑往往会请人写书评，也欢迎毛遂自荐的评论者。如果你希望写书评，可与编辑联系。

Tip of the Week #105

By Bernard Appiah | 28 November 2012

Before beginning to write your paper, it's generally best to choose a target journal. Having a specific journal in mind can help you write a paper that has a suitable approach, format, and style.

Tip of the Week #105

Bernard Appiah 著，2012 年 11 月 28 日；范晓晖 译

在着手写论文之前，通常最好先选择一家目标期刊。头脑中有一个特定的期刊可使你写出的论文在方法、格式和风格等方面都符合要求。

Tip of the Week #106

By Bernard Appiah | 4 December 2012

Determining which people to list as authors of a paper sometimes can be tricky. Do not use authorship to reward friends, family members, and those in higher positions who have not made any meaningful contribution to the work being reported.

Tip of the Week #106

Bernard Appiah 著，2012 年 12 月 4 日；范晓晖 译

有时确定哪些人可以被列为论文作者是个微妙的问题。不要用作者身份来酬谢并未对你的研究做出重要贡献的家人、朋友和上司。

Tip of the Week #107

By Bernard Appiah | 10 December 2012

When selecting a peer-reviewed journal to submit your article to, consider finding out whether the journal is indexed online. For example, you can check whether the journal's website lists indexing databases (such as PubMed, PsycINFO, or Science Citation Index) that include it. If a journal is indexed online, more people are likely to be aware of your article.

Tip of the Week #107

Bernard Appiah 著，2012 年 12 月 10 日；范晓晖 译

在确定将自己的论文投给哪家同行评审期刊时，建议查看一下它是否被网上索引。例如，你可以看看该期刊的网站上是否列出了收录它的数据库（如 PubMed、PsycINFO 或 Science Citation Index）。期刊在网上被索引会让更多的人知道你发表的论文。

Tip of the Week #108

By Bernard Appiah | 17 December 2012

Some peer-reviewed journals offer publication services, such as editing, especially for authors whose first language is not English. If English is not your first language and you are submitting an article to a journal, consider finding out whether such services exist and how much, if anything, they cost.

Tip of the Week #108

Bernard Appiah 著，2012 年 12 月 17 日；范晓晖 译

有些同行评审期刊特别向母语为非英语的作者提供诸如编辑方面的服务。如果英语不是你的第一语言，而你正准备将论文投给某家期刊，可以了解一下它是否有此类服务以及收费情况。

Tip of the Week #109

By Bernard Appiah | 24 December 2012

A common reason for rejection of papers is failure to follow the journal's guidelines for authors. Read a journal's guidelines before writing the paper. And look at the guidelines again before submitting the paper.

Tip of the Week #109

Bernard Appiah 著，2012 年 12 月 24 日；范晓晖 译

论文被退稿的一个常见原因是作者未能遵守目标期刊的“投稿须知”。因此，写论文前和投稿前都应先阅读期刊的这部分内容。

Tip of the Week #110

By Bernard Appiah | 01 January 2013

When writing the discussion section of a paper, avoid introducing new results. Never discuss a finding you have not included in the results section.

Tip of the Week #110

Bernard Appiah 著，2013 年 1 月 1 日；范晓晖 译

撰写论文的“讨论”部分时不应引出新的研究发现。请记住永远不要讨论你在“结果”部分中未提及的发现。

Tip of the Week #111

By Bernard Appiah | 08 January 2013

If you decide to revise a rejected manuscript and submit it to a new journal, pay attention to the concerns raised by the peer reviewers. Don't be surprised if your paper lands on the desk of a previous reviewer.

Tip of the Week #111

Bernard Appiah 著，2013 年 1 月 8 日；范晓晖 译

如果你决定把被拒的稿件进行修改，再投给另一家期刊的话，要注意同行评审人所提出的意见，因为你的论文有可能又被送到先前的某个评审人手中。

Tip of the Week #112

By Bernard Appiah | 15 January 2013

Avoid repeating in the text of your paper all the findings in a table or figure. You should only highlight key aspects and refer your reader to the table or figure.

Tip of the Week #112

Bernard Appiah 著，2013 年 1 月 15 日；范晓晖 译

不要在你的表格和图形中重复论文正文所述的研究发现，而应只强调关键点，并引导读者自己去看图表。

Tip of the Week #113

By Bernard Appiah | 23 January 2013

Once a journal accepts your paper, that is not the end of the publication process. Be sure to follow the journal's instructions regarding the next steps, such as submitting revisions and checking page proofs.

Tip of the Week #113

Bernard Appiah 著，2013 年 1 月 23 日；范晓晖 译

一旦你的论文被某个期刊录用，这并不意味着发表过程的结束。一定应遵守期刊对接下来各步骤的要求，如提交修改稿及检查校样。

Tip of the Week #114

By Bernard Appiah | 29 January 2013

Advances in information technology make it relatively easy to prepare three-dimensional graphs. But beware of using three-dimensional graphs for data that have only two dimensions. For example, if you are comparing mortality rates among men who lived in different cities, the 2 main variables are "mortality rate" and "city". Thus, only a two-dimensional graph is suitable.

Tip of the Week #114

Bernard Appiah 著，2013 年 1 月 29 日；范晓晖 译

信息技术的进步使得绘制 3-D 图形变得相对容易，但是应慎为只有 2-D 数据使用 3-D 图形。比如，比较不同城市居住的男性的死亡率时，两个主要变量是“死亡率”和“城市”。因此，2-D 图形就合适。

Tip of the Week #115

By Bernard Appiah | 04 February 2013

When writing grant proposals, take enough time to do a good job. Reviewers can easily recognize hastily prepared proposals.

Tip of the Week #115

Bernard Appiah 著，2013 年 2 月 4 日；范晓晖 译

应当花足够的时间写好课题申报书，因为评审人会一眼识别出匆匆完成的申报书。

Tip of the Week #116

By Bernard Appiah | 11 February 2013

When planning to write a paper with others, identify co-authors early. Doing so can prevent later disagreements.

Tip of the Week #116

Bernard Appiah 著，2013 年 2 月 11 日；范晓晖 译

在计划与他人合写一篇论文时，要尽早确定合著者及顺序，这样做可以避免日后的意见不一。

Tip of the Week #117

By Bernard Appiah | 18 February 2013

Clear writing reflects clear thinking. Before you submit writing, make sure the thinking is clear.

Tip of the Week #117

Bernard Appiah 著，2013 年 2 月 18 日；范晓晖 译

表达清晰的作品可以反映出清晰的思维。在提交自己写的东西之间要确保思维是清楚的。

Tip of the Week #118

By Bernard Appiah | 26 February 2013

Some authors include "personal communications" (unpublished information from others) in their writing. If you wish to do so, tell the source how you wish to use the information, and request permission to use it.

Tip of the Week #118

Bernard Appiah 著，2013 年 2 月 26 日；范晓晖 译

有些作者在论文中加入“私人交流”（即从他人那里获取的未发表的信息）之类的内容。如果你想这样做的话，应向信息来源方说明你将如何使用该信息，并征求使用许可。

Tip of the Week #119

By Bernard Appiah | 4 March 2013

Are you seeking a suitable journal in which to publish your research? One way to find some possibilities is to do a literature search using the keywords that describe your

study. See what journals are listed, and consider them.

Tip of the Week #119

Bernard Appiah 著，2013 年 3 月 4 日；范晓晖 译

你是否正在寻找投稿的合适期刊呢？一个办法就是用描述你的研究的关键词进行文献检索，可以考虑那些被列出的期刊。

Tip of the Week #120

By Bernard Appiah | 11 March 2013

When you publish a paper (Congratulations!), compare the version you submitted and the published version. Noting the differences can help you improve future papers.

Tip of the Week #120

Bernard Appiah 著，2013 年 3 月 11 日；范晓晖 译

发表论文过程中，将自己投稿的版本与发表的版本进行对比，注意两者的差异会有助于你今后写出更好的论文。

Tip of the Week #121

By Bernard Appiah | 18 March 2013

When compiling your reference list, don't just cut and paste from elsewhere. Be sure each reference is in the proper format. Most important, be sure to read each reference.

Tip of the Week #121

Bernard Appiah 著，2013 年 3 月 18 日；范晓晖 译

在准备论文的参考文献部分时，不要仅仅剪切和粘贴别处的材料。应确保每条参考文献的格式都正确；最重要的是，一定要通读每条文献。

Tip of the Week #122

By Bernard Appiah | 26 March 2013

Journals have instructions not only for authors but also for peer reviewers. If you agree to peer review a manuscript, be sure to read—and follow—the instructions.

Tip of the Week #122

Bernard Appiah 著，2013 年 3 月 26 日；范晓晖 译
期刊设有“投稿须知”和“评审须知”。如果你同意为某个期刊评审一篇论文的话，一定要阅读并遵守该期刊“评审须知”的要求。

Tip of the Week #123

By Bernard Appiah | 02 April 2013

Criticism from peer reviewers can lower one's morale. But such feedback can improve your paper. Cheer up and make good use of the feedback.

Tip of the Week #123

Bernard Appiah 著，2013 年 4 月 2 日；范晓晖 译

来自同行评审的批评可能会打击你的士气，但是这种反馈也可有助于你改进自己的论文。振作起来，好好利用反馈意见吧。

Tip of the Week #124

By Bernard Appiah | 09 April 2013

Some requests for grant proposals include both application instructions and evaluation criteria. Before you submit such a proposal, be your own grant reviewer by checking whether you fulfilled the criteria.

Tip of the Week #124

Bernard Appiah 著，2013 年 4 月 9 日；范晓晖 译

某些项目申报书要求包括申请指南和评审标准。在提交申报书之前，应当检查一下自己的申报书是否符合这些标准。

Tip of the Week #125

By Bernard Appiah | 16 April 2013

Looking for new ideas for research? Consider brainstorming with others, either in person or online. You may gain both new ideas and new collaborators.

Tip of the Week #125

Bernard Appiah 著，2013 年 4 月 16 日；范晓晖 译

你在为研究寻找新想法吗？可以考虑与他人面对面或在网上碰撞一下思想的火花，这样做可能会给你带来新的想法和新的合作者。