TIPS FOR THESIS WRITING AND PREPARING RESEARCH PAPERS

Initial parts of a manuscript
- Choice of TITLE
- Providing AUTHORSHIP credits
- Selection of KEY WORDS
- Structure of the ABSTRACT

Main body of the report
- Contents of INTRODUCTION
- Describing the METHODS
- Stating RESULTS
- Writing DISCUSSION

End features of a report
- Ethics of ACKNOWLEDGMENTS
- Framing KEY MESSAGES
- Writing REFERENCES
- Need of a BIBLIOGRAPHY
- Contents of APPENDIX

Writing REFERENCES

Vancouver Group requires that references in the text be cited by consecutive numbers in the order they appear in text, and listed at the end by these numbers. Increasing number of journals are switching to this format. The other format is to cite the reference in the text by the name of the authors (only the last name of the first author, followed by et al. if there are three or more) and the year of publication in parentheses. Consult the Instruction for Authors of the journal to whom the manuscript is being sent for consideration and follow those instructions.

Vancouver Group style of preparing the list of references is getting universal acceptance. Indexing services such as MedLine also follow nearly the same format. This format says that the authors’ last name be written first followed by initial and middle name without full stop (.) sign, and using comma in between the authors. Then write the title of the article. Next is the name of the journal with year of publication, followed by semicolon, volume number followed by colon, and first and last page number with a hyphen in between. There are slight changes for a citing a book, chapter in a book, proceedings of a conference, conference abstract, report, website, etc. See the Uniform Requirements (2010) for details, or follow the instructions of the journal concerned. It is customary to use MedLine abbreviations for name of journals. If the journal is not indexed, try to abbreviate according to the MedLine principles. If you are not confident, safe
bet is to spell out the full name of the journal. For examples of references in Vancouver format, see the list at the end of smoking index paper.

Original of the referenced material should have been personally seen by at least one of the authors. Avoid using abstracts as references. Also, avoid quoting the material quoted by other workers without verifying it. If you must, state ‘quoted by - -’. Avoid quoting personal communication. If you must, obtain written permission, and write the name and date of communication. Only in exceptional cases, when really needed, you can cite accepted but not published and papers submitted and not accepted. If you must, write ‘in press’ for the first and ‘communicated’ for the latter. Be careful about retracted publications. These can be searched by typing Retracted Publication [pt] where [pt] stands for publication type in PubMed. As far as possible, also avoid references of newspapers, clippings and magazines.

Except for reviews and meta-analyses, it is not considered expedient to cite a large number of references. In place of a comprehensive list, a few representative papers, possibly on different segments of population or from different areas, should be cited. Also do not cite many references for a general statement. For example, saying that ‘there are a large number of studies on homocysteine level related to coronary heart disease (1-20)’ does not impress any body. Make it more specific such as ‘ethnic groups in different countries with higher rate of myocardial infarction have been found with elevated level of homocysteine level (1-3)’. Also there is no need to give references for well-known facts such as hypertension is related to obesity, and dietary factors are important precursors for colon cancer. Yet any statement that could be looked with suspicion should be accompanied by the reference (or the data) to provide it authenticity.

Technology has advanced and the references are not restricted to these days to the print format only. Large number of medical journals is online with no print version. In addition, you can also cite websites of professional associations and other academic organizations. Use doi (digital object identifier) to cite such a reference, or give full web address and give access date.

Inaccuracies in references are common. You may like to check and recheck each reference for the spelling of the name of authors, any missed word in the title of the article, year of publication, page numbers, etc.

REFERENCES