

New Improved “Top Ten” List for Preparing a Manuscript for Journal Article Publication

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Top Ten List for Journal Article Preparation

1. Abstract must be clear and simple. As much as possible include specific (and quantitative) information.
2. Have a focused introduction.
3. Materials and Methods section Should be complete with proper references cited.



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4. Results section Focus only on the key points that appear in tables/graphs. Not every data point or value in a table or graph needs to be mentioned in the text.
5. Discussion section Provide a well thought out discussion. Highlight what is the new contribution this paper makes to our knowledge and possibly now it may be applied.



Top Ten List for Journal Article Preparation

6. Conclusions section Have a strong concluding section. This should be a maximum of three to five sentences in simple declarative statements.
7. Tables and figures must be neat, clean and preferably as simple as possible. Avoid massively large tables and figures. Boil it down.



Top Ten List for Journal Article Preparation

8. Font size and color should be legible for the average reader. Avoid using color unless you want to pay extra and also because most people still print in grayscale and color contrasts are often difficult to see in grayscale. Color will become more prominent in the future.
9. Watch use of significant digits when reporting data. Only use what makes sense for the data collected.



Top Ten List for Journal Article Preparation

10. After completing the manuscript, put it aside for at least one night and then give it a final review. Better yet, have someone else read it for you and point out errors that still need to be corrected.
11. BONUS – Choose reviewers wisely.

