



## Scientific Writing Workshop for INDEPTH Scientists at the AGM 2016

<b>Workshop Title:</b>	<b>Scientific Writing Workshop</b>
<b>Dates:</b> a) <b>Arrival:</b> b) <b>Workshop:</b> c) <b>Departure:</b>	November 14, 2016 November 15, 2016 (9:00am – 5.00pm) November 17/18, 2016
<b>Venue:</b> a) <b>Hotel:</b> b) <b>City/Country:</b>	Speke Resort Kampala, Uganda
<b>Host (Secretariat / Site):</b>	Secretariat
<b>Brief Background of the workshop</b>	<p>One of INDEPTH's long standing commitments is the training of, and strengthening the research capacities of, the next generation of scientists from member centres in LMICs, in order to increase scientific productivity of members and Network in general. In keeping with this commitment, INDEPTH often organises (where possible annually) a scientific writing workshop for carefully selected young scientists from various member HDSS..</p> <p>The 2016 INDEPTH Annual General Meeting (AGM 2016) will be held from 16-18 November 2016 in Kampala, Uganda. In this light, a pre-AGM workshop is planned for INDEPTH young researchers who are actively working on a draft manuscript, seeking assistance from a professional journal editor, and interested in a working session. The maximum number of participants this year is 8.</p>
<b>Objectives:</b>	<b>Learning objectives</b> <ol style="list-style-type: none"><li>1. To go beyond the basics of writing for publication in general medical journals and understand strategic ways to catch an editor's attention</li><li>2. To consider the 3 things your manuscript submission must contain and the 3 things it should not, from the perspective of a general medical editor</li><li>3. To build on pre-work to refine and strengthen draft INDEPTH manuscripts, and finalize them for submission</li></ol>
<b>Expected Outcomes:</b>	Refined manuscripts finalized for submission and eventual publication
<b>Max Number of Participants:</b>	<ul style="list-style-type: none"><li>• Depending on available resources, the Secretariat will fund a maximum of <b>5</b> carefully selected young scientists (at most one per HDSS centre). However, there is allowance (<b>3</b> slots) for any of the scientists who will be in Kampala for the AGM to take advantage of this opportunity and apply.</li><li>• Selection will be based solely on expressed interest by first submitting an extended abstract to the Secretariat by the specified deadline. Eventually only those with accepted abstracts who are able to submit a draft manuscript to the Secretariat (at the latest 3 weeks to the workshop date) will be invited to participate.</li></ul>
<b>Deadline for Expression of Interest to Participate to the Secretariat:</b>	<b>Statement of intention to participate:</b> Interested participants are invited to express intention. This expression of interest must be accompanied by an extended abstract to the Secretariat by <b>October 03<sup>rd</sup> 2016</b> .

	<p><b>Confirmation of intention:</b> In order to confirm, drafts manuscripts must be submitted 3 weeks before workshop for 'pre-review' by editor/s and workshop facilitators. These must be received at the Secretariat by <b>October 15<sup>th</sup> 2016</b> for distribution to the workshop facilitators</p>
<b>Facilitators (Name and Institution):</b>	<p><b>Lead:</b> Dr Jocalyn Clark, SAC Member and Executive Editor, The Lancet (former Assistant Editor, BMJ; Senior Editor, PLOS Medicine; and Executive Editor, JHPN and icddr,b) Other SAC Members Dr Peter Byass, Dr Cheryl Moher, and others.</p>
<b>Requirements:</b>	<p><b>Information required (to confirm interest and participation)</b></p> <ul style="list-style-type: none"> <li>• An abstract of about 300 words or <b><i>an extended abstract (2-4 pages)</i></b>. The abstracts must be sufficiently detailed to allow judging the merits of the paper. This should include a description of the topic to be studied or background, the theoretical focus, the data and research methods, the findings, and conclusion.</li> <li>• The study/analysis must be completed.</li> <li>• The facilitation team will assess the abstracts submitted and recommend to the Secretariat. In the selection of abstracts strong preference will be given to papers that draw on the key strengths of HDSS data in conjunction with other data sources, or studies that directly draw on longitudinal HDSS data.</li> </ul> <p><b>In addition,</b></p> <ol style="list-style-type: none"> <li>a) Recent photo and brief biosketch of participant along with a brief cv.</li> <li>b) All participants are required to bring along laptops to the workshop.</li> </ol> <p><b>Submissions WITHOUT brief CV of the potential participant shall not be counted as valid.</b></p>
<b>Travel advisory:</b>	
<ol style="list-style-type: none"> <li>a) Visas:</li> <li>b) Overnight stays</li> </ol>	<ol style="list-style-type: none"> <li>a) We will issue out letters of invite to the confirmed participants to enable them apply for visas, where applicable. Please inform the Secretariat if you require any assistance.</li> <li>b) For overnight stays, please see travel support below.</li> </ol>
<b>Policy for purchase of tickets:</b>	<ol style="list-style-type: none"> <li>a) Tickets will be bought centrally by the INDEPTH Secretariat</li> </ol>
<b>Travel Support:</b>	<ol style="list-style-type: none"> <li>a) The Secretariat will cover the cost of a return economy class ticket from home country to the city where the workshop will be held.</li> <li>b) In-country travel from HDSS site to the airport will be covered. Please inform the Secretariat of the cost. Evidence of payment for the travel must be produced.</li> <li>c) Should overnight stay both in-country and while in transit be necessary, please inform the Secretariat before starting the journey so that adequate preparation is done for reimbursements. Original receipts will be requested by the Secretariat.</li> <li>d) The Secretariat will cover accommodation for the workshop days plus half boarding. A modest per diem will be paid for dinner and incidentals. All other services at the hotel (mini bar, telephones, etc) must be paid for directly by the participants.</li> </ol>
<b>Reimbursements</b>	<ol style="list-style-type: none"> <li>a) Please endeavour to bring along to the workshops originals of all expenses incurred for your travel to the workshop.</li> <li>b) To avoid delays, please scan the receipts and email to the INDEPTH staff who is responsible for the workshop before you start your journey.</li> <li>c) We prefer to transfer funds to institutions' bank accounts. You will be requested to provide the full bank details, including the SWIFT code. Should you require cash refund, please alert the Secretariat in good time.</li> </ol>
<b>Staff responsible</b>	Martin Bangha ( <a href="mailto:martin.bangha@indepth-network.org">martin.bangha@indepth-network.org</a> )
<b>Other issues:</b>	Participants may kindly be asked by the Secretariat to bring along information materials from the sites to the Secretariat. These may include strategic plans, annual reports, publications and brochures.
<b>Funders</b>	Elsevier Foundation (proposed) & INDEPTH