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# 地学论文的写作与投稿

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# 论文写作与投稿

- n 写作前的准备
- n 正文格架的组织
- n 图表制作
- n 科技英语
- n 投稿及与编辑的联系

**n 影响因子(Impact Factor, IF)是如何计算的?**

**n What the highest journal IF Today?**

**A: 74.575    B: 69.026    C: 87.925**

**n What the highest IF for geo-journal?**

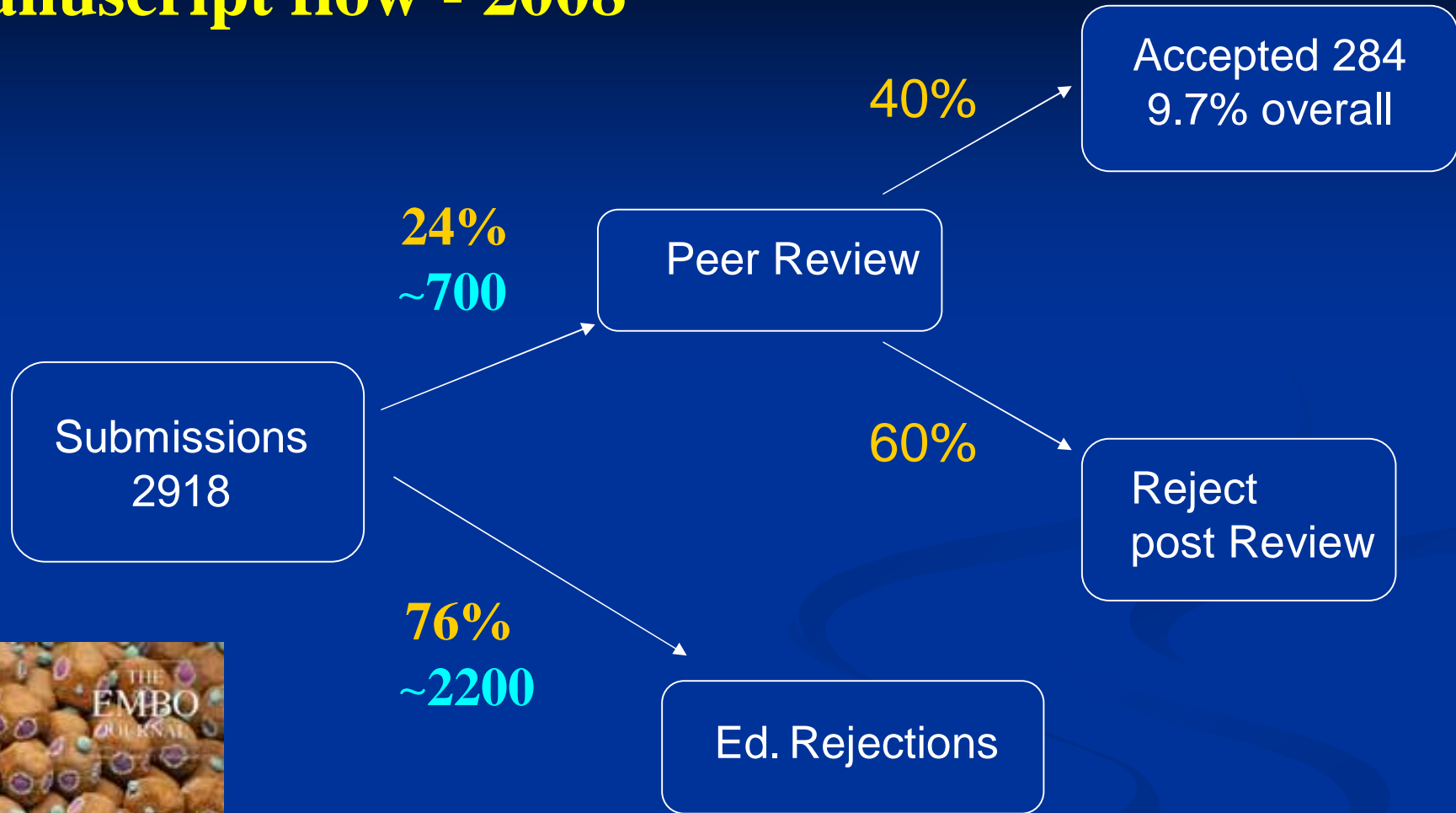
**A: 8.108    B: 34.480    C: 29.747**

**n Geo-journals with IF > 2.0?**

**n IFs for SC-D & CSB?**



# Manuscript flow - 2008



**The EMBO Journal (IF: 8.295)**

# 选定拟投稿的期刊

n 稿件的主题是否适合期刊所规定的范围？

—“作者须知”中有关刊登论文范围的说明；

$\frac{3}{4}$  作者本人经常阅读和引用的期刊

n 期刊的声誉

$\frac{3}{4}$  引证指标 (影响因子、总被引频次)；

$\frac{3}{4}$  期刊在科学界的影响力 (同行的看法)

n 对非英语国家的作者是否友好

n 是否收取版面费

# 影响因子 (Impact Factor)

- n 期刊在某年的影响因子：该年引证该刊前2年论文的总次数与前2年该刊所发表的论文总数之比。

如：《科学通报》

2006年和2007年所发表的论文总数为 500 篇；

2008年上述500篇论文被引总次数为 300 次；

2008年《科学通报》的影响因子为：

$$300/500 = 0.600$$

- n 2009年度JCR：7347种期刊， IF<sub>max</sub>=87.925

Geosciences, Multidisciplinary—155种期刊；IF<sub>max</sub>=8.108


Rank	Abbreviated Journal Title (linked to journal information)	ISSN	Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles	Cited Half-life
1	<a href="#">NAT GEOSCI</a>	1752-0894	1340	8.108	8.115	2.058	138	1.4
2	<a href="#">ANNU REV EARTH PL SC</a>	0084-6597	3860	7.581	10.394	1.217	23	>10.0
3	<a href="#">EARTH-SCI REV</a>	0012-8252	4397	6.942	8.063	1.196	51	6.9
4	<a href="#">GONDWANA RES</a>	1342-937X	2189	4.605	3.602	2.784	88	3.3
5	<a href="#">GLOBAL BIOGEOCHEM CY</a>	0886-6236	7213	4.294	5.020	0.663	98	7.3
6	<a href="#">QUATERNARY SCI REV</a>	0277-3791	10031	4.245	5.395	0.831	231	6.2
7	<a href="#">GEOTEXT GEOMEMBRANES</a>	0266-1144	1024	4.039	3.488	0.618	55	4.7
8	<a href="#">PALEOCEANOGRAPHY</a>	0883-8305	5158	3.644	4.031	0.532	62	8.6
9	<a href="#">PRECAMBRIAN RES</a>	0301-9268	7373	3.574	4.079	0.598	122	8.3
10	<a href="#">J GEOL SOC LONDON</a>	0016-7649	7000	3.297	3.762	0.648	91	>10.0
11	<a href="#">LANDSCAPE ECOL</a>	0921-2973	3901	3.293	3.554	0.663	101	7.3
12	<a href="#">GLOBAL PLANET CHANGE</a>	0921-8181	3525	3.272	3.375	1.075	107	5.7
13	<a href="#">ASTROBIOLOGY</a>	1531-1074	1157	3.257	3.290	0.598	82	4.1
14	<a href="#">BIOGEOSCIENCES</a>	1726-4170	1290	3.246	3.621	0.986	211	2.2
15	<a href="#">GEOPHYS RES LETT</a>	0094-8276	52131	3.204	3.341	0.647	1255	6.0
16	<a href="#">J QUATERNARY SCI</a>	0267-8179	2528	3.127	3.152	0.952	83	7.4
17	<a href="#">GEOL SOC AM BULL</a>	0016-7606	14576	3.101	4.324	0.940	100	>10.0
18	<a href="#">J GEOPHYS RES</a>	0148-0227	144430	3.082	3.475	0.676	2256	9.8

## Geosciences, Multidisciplinary: 155

Rank	Abbreviated Journal Title (linked to journal information)	ISSN	Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles
1	<a href="#">REV GEOPHYS</a>	8755-1209	5800	8.021	10.512	2.857	14
2	<a href="#">GEOCHIM COSMOCHIM AC</a>	0016-7037	38529	4.385	4.852	0.900	442
3	<a href="#">EARTH PLANET SC LETT</a>	0012-821X	35555	4.062	4.962	0.764	508
4	<a href="#">J PETROL</a>	0022-3530	9455	3.738	4.881	0.481	79
5	<a href="#">ELEMENTS</a>	1811-5209	773	3.597	3.794	1.846	39
6	<a href="#">LITHOS</a>	0024-4937	6835	3.537	4.351	0.490	298
7	<a href="#">CONTRIB MINERAL PETR</a>	0010-7999	12334	3.497	4.129	1.022	90
8	<a href="#">CHEM GEOL</a>	0009-2541	16089	3.407	4.096	1.041	316
9	<a href="#">TECTONICS</a>	0278-7407	7649	3.287	3.894	0.545	66
10	<a href="#">METEORIT PLANET SCI</a>	1086-9379	3869	3.253	2.764	0.374	131
11	<a href="#">SURV GEOPHYS</a>	0169-3298	642	3.179	2.278	0.476	21
12	<a href="#">QUAT GEOCHRONOL</a>	1871-1014	455	2.853	3.008	1.388	49
13	<a href="#">GEOCHEM GEOPHY GEOSY</a>	1525-2027	5050	2.626	3.214	0.509	212
14	<a href="#">GEOPHYS J INT</a>	0956-540X	14668	2.435	2.824	0.383	423
15	<a href="#">J GEODESY</a>	0949-7714	1226	2.429	2.209	0.505	95
16	<a href="#">GEOCHEM T</a>	1467-4866	281	2.346	3.040	0.385	13
17	<a href="#">IEEE T GEOSCI REMOTE</a>	0196-2892	11678	2.234	2.705	0.320	366
18	<a href="#">REV MINERAL GEOCHEM</a>	1529-6466	2053	2.192	3.602	1.583	12

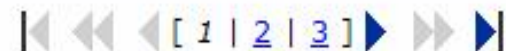
## Geochemistry & geophysics: 75



Journals from: **subject categories GEOLOGY**  [VIEW CATEGORY SUMMARY LIST](#)

Sorted by:  

Journals 1 - 20 (of 49)



*Ranking is based on your journal and sort selections.*

Mark	Rank	Abbreviated Journal Title <i>(linked to journal information)</i>	ISSN	JCR Data 				
				Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles
<input type="checkbox"/>	1	<a href="#">GEOLOGY</a>	0091-7613	25639	4.368	4.843	0.701	284
<input type="checkbox"/>	2	<a href="#">J METAMORPH GEOL</a>	0263-4929	4231	4.157	4.357	0.816	49
<input type="checkbox"/>	3	<a href="#">J GEOL</a>	0022-1376	5695	2.711	3.117	0.209	43
<input type="checkbox"/>	4	<a href="#">GEOMORPHOLOGY</a>	0169-555X	6599	2.119	2.683	0.577	310
<input type="checkbox"/>	5	<a href="#">SEDIMENTOLOGY</a>	0037-0746	5162	2.114	2.645	0.663	101
<input type="checkbox"/>	6	<a href="#">ORE GEOL REV</a>	0169-1368	1099	2.089	1.861	1.362	47
<input type="checkbox"/>	7	<a href="#">J SEDIMENT RES</a>	1527-1404	3261	2.008	2.657	0.333	54
<input type="checkbox"/>	8	<a href="#">SEDIMENT GEOL</a>	0037-0738	5825	1.957	2.365	0.356	132
<input type="checkbox"/>	9	<a href="#">INT GEOL REV</a>	0020-6814	2144	1.888	2.432	0.674	46
<input type="checkbox"/>	10	<a href="#">PERMAFROST PERIGLAC</a>	1045-6740	932	1.870	2.062	0.581	31
<input type="checkbox"/>	11	<a href="#">GEOFLUIDS</a>	1468-8115	349	1.533	1.562	0.107	28

**Geology: 49**

*Ranking is based on your journal and sort selections.*

Rank	Abbreviated Journal Title <i>(linked to journal information)</i>	ISSN	JCR Data <sup>i</sup>				
			Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles
1	<a href="#">GLOBAL ECOL BIOGEOGR</a>	1466-822X	3191	5.913	5.877	0.742	66
2	<a href="#">QUATERNARY SCI REV</a>	0277-3791	10031	4.245	5.395	0.831	231
3	<a href="#">J BIOGEOGR</a>	0305-0270	7909	4.087	4.604	0.971	173
4	<a href="#">LANDSCAPE ECOL</a>	0921-2973	3901	3.293	3.554	0.663	101
5	<a href="#">GLOBAL PLANET CHANGE</a>	0921-8181	3525	3.272	3.375	1.075	107
6	<a href="#">BOREAS</a>	0300-9483	1634	2.813	2.989	1.056	54
7	<a href="#">QUATERNARY RES</a>	0033-5894	5764	2.675	3.462	0.484	95
8	<a href="#">PALAEOGEOGR PALAEOCL</a>	0031-0182	12689	2.646	3.190	0.716	285
9	<a href="#">HOLOCENE</a>	0959-6836	3772	2.481	3.026	0.412	97
10	<a href="#">ISPRS J PHOTOGRAMM</a>	0924-2716	1328	2.308	3.267	0.412	68
11	<a href="#">PROG PHYS GEOG</a>	0309-1333	1453	2.261	3.377	0.049	41
12	<a href="#">LANDSCAPE URBAN PLAN</a>	0169-2046	3490	2.170	2.868	0.211	114
13	<a href="#">GEOMORPHOLOGY</a>	0169-555X	6599	2.119	2.683	0.577	310
14	<a href="#">EARTH SURF PROC LAND</a>	0197-9337	4410	2.055	2.298	0.343	166

# Geography, Physical: 36

# 2009年影响因子和被引频次 位列前5位的中国期刊 (114种)

	影响因子	被引频次	载文量
Cell Res	<b>8.151</b>	3260	104
Nano Res	<b>4.370</b>	294	100
Fungal Divers	<b>3.803</b>	893	49
Mol Plant	<b>2.784</b>	346	111
Cell Mol Immunol	<b>2.765</b>	945	57
World J Gastroentero	2.092	<b>12740</b>	863
Acta Phys Sin-Ch Ed	1.003	<b>6600</b>	1414
Chinese Sci Bull	0.898	<b>5079</b>	631
Chinese Phys Lett	0.972	<b>4903</b>	1018
Acta Pharmacol Sin	1.783	<b>4032</b>	197

# 2009年影响因子和被引频次 位列前5位的SCI期刊 (7347种)

	影响因子	被引频次	载文量
Nature	34.480	<b>483039</b>	866
Natl Acad Sci USA	9.432	<b>451386</b>	3765
Science	29.747	<b>444643</b>	897
J Biol Chem	5.328	<b>406606</b>	3686
JACS	8.583	<b>351813</b>	332
CA-Cancer J Clin	<b>87.925</b>	8528	23
Acta Crystallogr A	<b>49.926</b>	14394	48
New Engl J Med	<b>47.050</b>	216752	352
Nat Rev Mol Cell Bio	<b>42.198</b>	24057	75
Annu Rev Immunol	<b>37.902</b>	15517	24

# 阅读“作者须知”或“投稿指南”

- n 刊物的宗旨和范围；
- n 各栏目论文的长度、章节的顺序安排, 等；
- n 采取何种体例格式? 如: 页边距、纸张大小、参考文献的体例、图表的准备、等；
- n 履行何种形式的同行评议?
- n 多长时间后能决定可否录用



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#### Ensure that the following items are present:

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- Full postal address
- Telephone and fax numbers

All necessary files have been uploaded

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- All tables (including title, description, footnotes)

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- Manuscript has been "spellchecked"
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- **Ensure that the following items are present:...**
- **Online submission to the journal prior to acceptance**
- **Electronic format requirements for accepted articles**
- **Presentation of manuscript**

# 写作前的准备：表达与论证

作者分析了印度洋热含量和南海夏季风爆发的关系，**结果对预测南海夏季风爆发有一定意义**。但存在问题较多，例如：

(1) 第3节，**作者指出热含量与SST的分布差异很大，但未分析其原因**，这一点很重要，因为海洋影响大气环流与SST有很大关系。

(2) 从结果来看(例如图6)，某些变量存在显著的年代际变化，由于年代际变化与年际变化的成因不同，**而文章主要关注年际变化，应将年代际变化与年际变化区别考虑**。

(3) 作者注意到ENSO信号的影响，但如何去掉没有说清楚，**结果分析也不细致**。

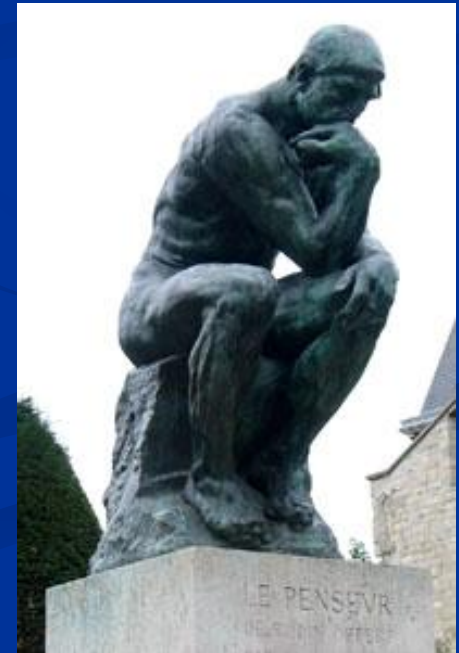
(4) **行文较为粗糙**，科学术语、符号和参考文献等均不合规范，甚至出现很多错别字和**标错图的标号**，很难让人相信作者是认真的。

**鉴于该文存在问题太多，结果不可靠，建议编辑部退稿。**

审稿意见举例：印度洋热含量和南海夏季风爆发的关系

# 注意学术规范

- n 一点之见即成文;
- n 避免无意或有意的剽窃行为(即:引述他人思想、数据或论述而不注明出处);
- n 避免一稿多投或一稿多发





# 科技论文的结构

- n 论文题名
- n 作者姓名+通讯地址
- n 摘要+关键词
- n 引言(Introduction)
- n 材料与方法(Materials and methods)
- n 结果(Results)
- n 讨论与结论(Discussion & Conclusion)
- n 致谢
- n 参考文献
- n 英文表达、标点符号、量与单位



# 黔中白云岩风化剖面的钕、锶同位素组成及同位素的演化

## 1 地质背景和实验方法

1.1 地质背景和取样

1.2 测试方法

## 2 结果与讨论

2.1 Nd、Sr同位素组成及物质来源的证据

2.2 风化过程中Nd-Sr同位素演化特征

## 3 结论

# Rhenium–osmium isotope and elemental behaviour during subduction of oceanic crust and the implications for mantle recycling

## 1. Introduction

## 2. Geological setting and samples

## 3. Analytical techniques

## 4. Results

4.1. Major and trace element data

4.2. Re and Os elemental data (4.2.1. ...; 4.2.2. ...)

4.3. Re–Os isotope data (4.3.1. ...; 4.3.2. ...)

## 5. Discussion

5.1. Major and trace element behaviour during eclogite-facies metamorphism

5.2. Re and Os behaviour during subduction metamorphism (5.2.1. ...; 5.2.2. ...)

5.3. Recycling of oceanic crust in the mantle

5.4. Implications

## 6. Conclusions

**EPSL, 2007, 253: 211–225**

# 题名：基本要求

- n **准确(Accuracy)**: 准确地反映论文的内容;
- n **简洁(Brevity)**: 中文最好不超过20个汉字, 英文最好不超过10 – 12个单词;
- n **清楚(Clarity)**: 清晰地反映文章的具体内容和特色, 力求简洁有效、重点突出
  - $\frac{3}{4}$  尽可能将表达核心内容的主题词放在题名开头;
  - $\frac{3}{4}$  慎重使用缩略语;
  - $\frac{3}{4}$  避免使用化学式、上下角标、特殊符号(数字符号、希腊字母等)、公式等;
  - $\frac{3}{4}$  避免使用Thoughts on ..., Regarding ..., Study..., 等

# 论文题名举例：介词问题

**Bad:** Linear programming method **of** optimization **of** systems **of** partial differential equation

**Good:** Linear programming method **for** optimization **of** partial differential equation systems (偏微分方程系统最优化的线性程序设计方法)

**Bad:** Formulation **of** equations **of** vertical motion **of** finite element form for vehicle-bridge interaction system

**Good:** Finite element **based** formulations for vehicle-bridge interaction system **considering** vertical motion

车桥相互作用系统有限元形式的竖向运动方程

# Who is the first author?

- n 论文的执笔人或主要撰写者应该是第一作者;
- n 贡献相同作者的表达:
  - 共同第一作者,
  - 通讯作者 (To whom correspondence should be addressed / Corresponding author),
  - 这些作者对研究工作的贡献是相同的
- n 避免“搭车”署名、不能遗漏应该署名的作者、不可擅自将知名人士署为作者之一以提高论文声誉和影响

# 作者姓名的拼音表达方式

- n **国家标准(GB/T 16159-1996)**：汉语人名按姓和名分写，姓和名的开头字母大写，如：Wang Jianguo (王建国), Dongfang Shuo (东方朔), Zhuge Kongming (诸葛孔明), 等；
- n **“中国学术期刊(光盘版)检索与评价数据规范”**：姓前名后，姓氏的全部字母均大写，复姓应连写。名字的首字母大写，双名中间加连字符；名字不缩写。如：ZHANG Ying (张颖), WANG Xi-lian (王锡联), ZHUGE Hua (诸葛华)

# 作者姓名的拼音表达方式

- n 国外期刊一般会尊重作者对自己姓名的表达方式(但大多倾向于大写字母只限于姓和名的首字母);
- n 发表于“Nature”(2002, 415: 732)的一篇短文中3位作者姓名的表达分别为

**Shengli Ren, Guang'an Zu, Hong-fei Wang**

(任胜利, 祖广安, 王鸿飞)

缩写: **Ren S, Zu G, Wang H F**

- n 应尽量采用相对固定的英文姓名的表达形式,以减少在文献检索和论文引用中被他人误解的可能性



# 通信作者的标署

## A nonpeptidic agonist of glucagon-like peptide 1 receptors with efficacy in diabetic *db/db* mice

Desu Chen<sup>a</sup>, Jiayu Liao<sup>a,b</sup>, Na Li<sup>a</sup>, Caihong Zhou<sup>a</sup>, Qing Liu<sup>a</sup>, Guangxing Wang<sup>a</sup>, Rui Zhang<sup>a</sup>, Song Zhang<sup>a</sup>, Lilin Lin<sup>a</sup>, Kaixian Chen<sup>a,c</sup>, Xin Xie<sup>a</sup>, Fajun Nan<sup>a,c</sup>, Andrew A. Young<sup>a,d</sup>, and Ming-Wei Wang<sup>a,e</sup>

<sup>a</sup>National Center for Drug Screening, 189 Guo Shou Jing Road, Zhangjiang High-Tech Park, Pudong, Shanghai 201203, China; and <sup>e</sup>State Key Laboratory of New Drug Research, Shanghai Institute of Materia Medica, Chinese Academy of Sciences, 555 Zu Chong Zhi Road, Pudong, Shanghai 201203, China

<sup>b</sup>Present address: Department of Bioengineering, University of California, Riverside, CA 92521.

<sup>d</sup>Present address: Amylin Pharmaceuticals, Inc., 9360 Towne Centre Drive, San Diego, CA 92121.

<sup>e</sup>To whom correspondence should be addressed. E-mail: [mwwang@mail.shcnc.ac.cn](mailto:mwwang@mail.shcnc.ac.cn).

This article contains supporting information online at [www.pnas.org/cgi/content/full/0610173104/DC1](http://www.pnas.org/cgi/content/full/0610173104/DC1).

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**To whom correspondence should be addressed. E-mail: ...**

**PNAS, 2007, 104(3): 943–948**

# 通信作者的标署

Rhenium–osmium isotope and elemental behaviour during subduction of oceanic crust and the implications for mantle recycling

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通信作者—贡献相同作者

## Opposing LSD1 complexes function in developmental gene activation and repression programmes

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# 摘要：撰写技巧 (1)

- n 应大致包括IMRD结构的论文写作模式；
- n 使用简短的句子，用词应为潜在读者所熟悉；
- n 注意表述的逻辑性，尽量使用指示性的词语来表达论文的不同部分(层次)
  - 如使用“研究表明...”(We found that...)表示结果；使用“通过对...的分析，认为 ...”(Based on..., we suggest that...)表示讨论等

## 摘要：撰写技巧 (2)

- n 确保摘要的“独立性”或“自明性”：尽量避免引用文献、图表和缩写；
- n 尽量避免使用化学结构式、数学表达式、角标和希腊文等特殊符号；
- n 可适当强调研究中的创新、重要之处；尽量包括论文的主要论点和重要细节(重要的论证或数据)

n Despite the remarkable thermochemical accuracy of Kohn-Sham density-functional theories with gradient corrections for exchange-correlation [see, for example, A. D. Becke, J. Chem. Phys. 96, 2155 (1992)], we believe that further improvements are unlikely unless exact-exchange information is considered. Arguments to support this view are presented, and ... **报道+指示性摘要**

**摘要举例**

# Keywords (关键词)

- n 不要使用过于宽泛的词做关键词(例如: 有机化合物, 生态科学, 等等), 以免失去检索的作用;
- n 避免使用自定的缩略语、缩写字作为关键词, 除非是科学界公认的专有缩写字(如: DNA);
- n 关键词的数量要适中

# 关键词：三个层次

- n **普通关键词**：用于表述论文领域或类型，精确性不高 (simulation, model, chemical, image recognition, wireless network);
- n **过渡性关键词**：较大的次级领域(fingerprint recognition), 与某几个研究领域共同拥有的方法(fast Fourier transform, microarray, clustering)等。
- n **特指性关键词**：精确，是文献检索的线索，对于最高级的筛选是不可战胜的 (hypersurface, hop-count localisation, nonalternative spliced genes)



# 数据表达：Figure or Table ?

- n 表格：很方便地列举大量精确数据或资料；
- n 图形：直观、有效地表达复杂数据，尤其是不同组数据间的比较、关联、趋势等；
- n 表格和图形应具有“自明性”；
- n 图表题名：准确而清楚地表达出数据或资料的含义，切忌简单地描述数据

— 图表是论文中的空白处 (blank area)

## 表格的修改

Type of attack	Classical	Pop	Jazz
Echo addition	0.0%	0.1%	0.27%
Noise Addition	1.2%	1.42%	1.6%
Band equalization	2.31%	2.5%	2.73%

### 三线表 / 共用单位 / 有效数字

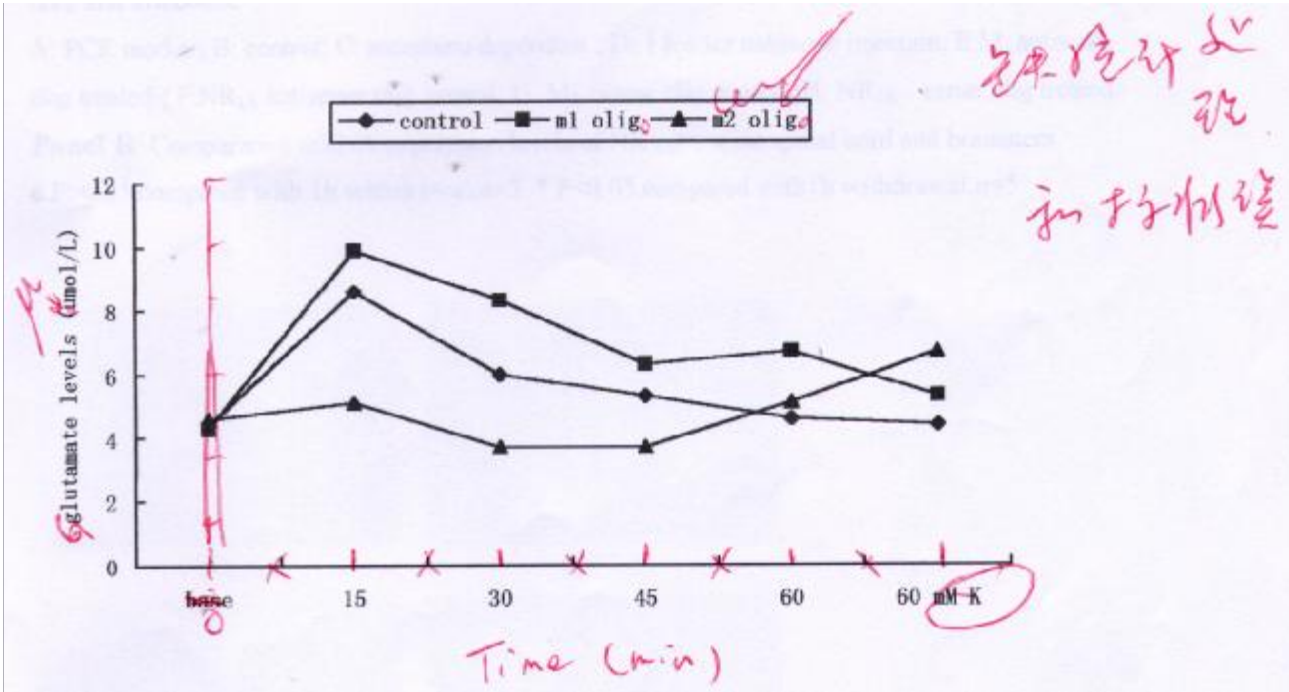
Type of attack	Classical (%)	Pop (%)	Jazz (%)
Echo addition	0	0.10	0.27
Noise addition	1.20	1.42	1.60
Band equalization	2.31	2.50	2.73



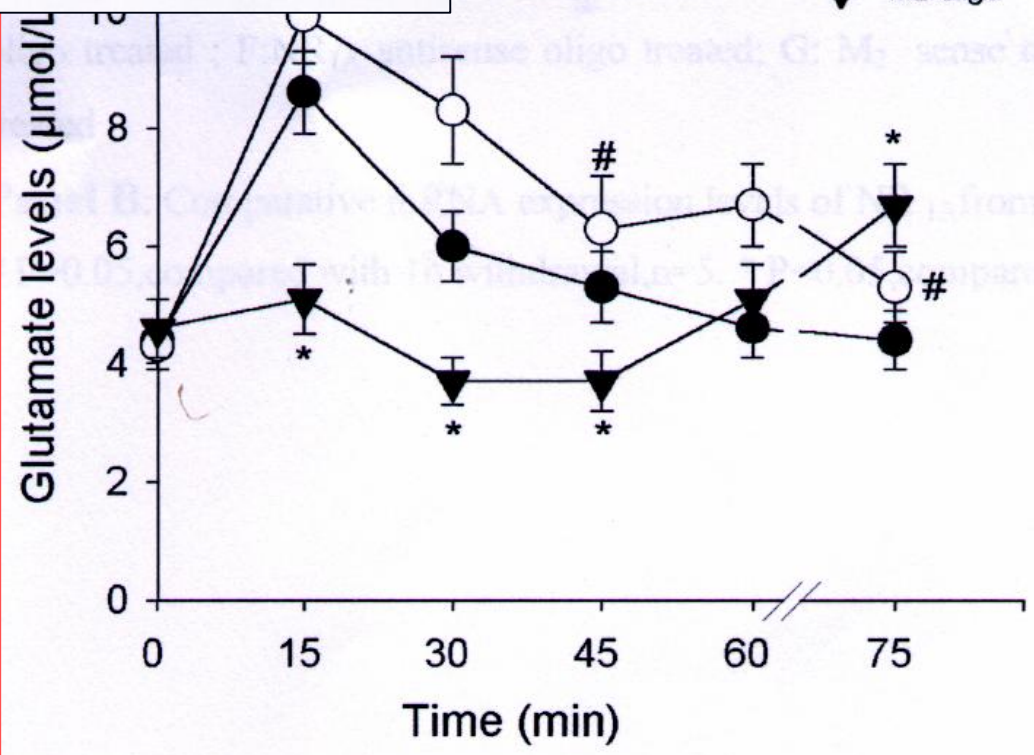
# 插图的制作

- n 图形是表格的直观化，对于可以用较短的文字清楚表述的数据，就不要以图形的方式来表达；
- n 不要因追求美术效果而将图形做得过于花哨(如增加不必要的阴影或立体效果等)；
- n 坐标图的标值应尽量取0.1–1000之间的数值；坐标轴的说明应清楚，量和单位缺一不可
- n 照片图必须具备高清晰度，显微照片的放大倍数应使用图示法(标尺刻度)表示，照片中的符号、字母、数字等，必须在图注中详细说明

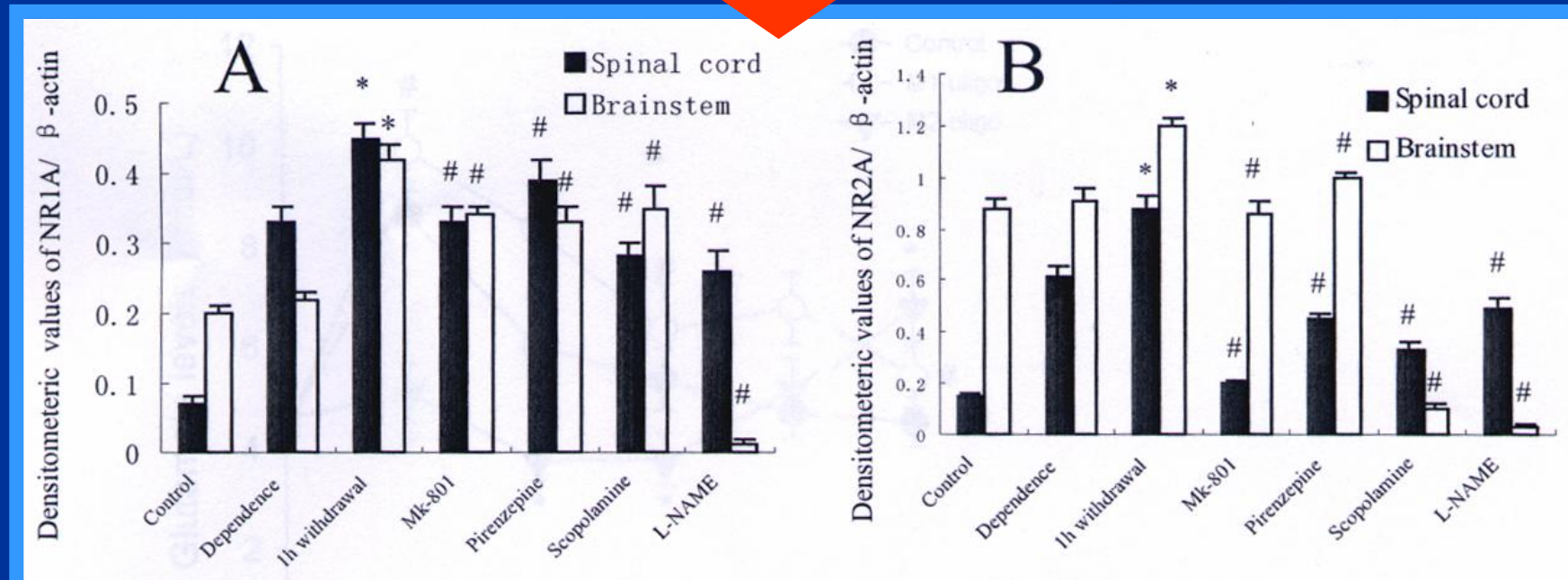
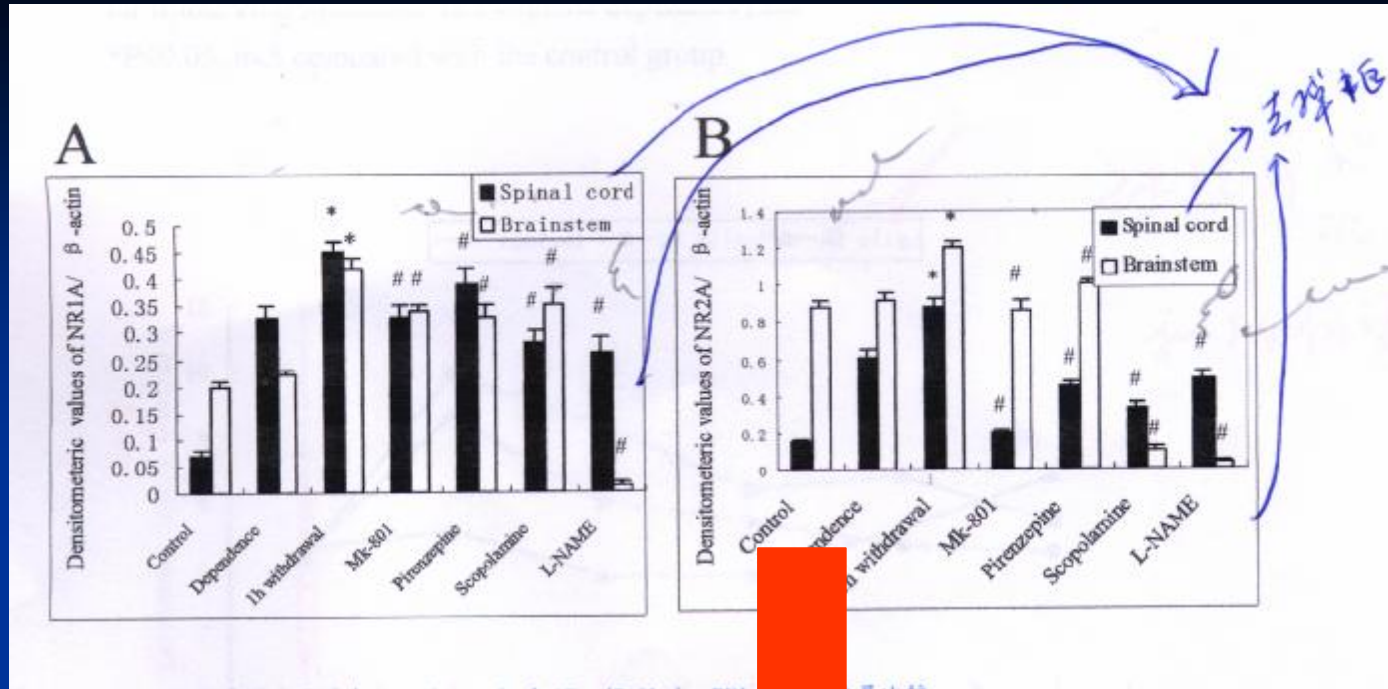
# 图件的修改



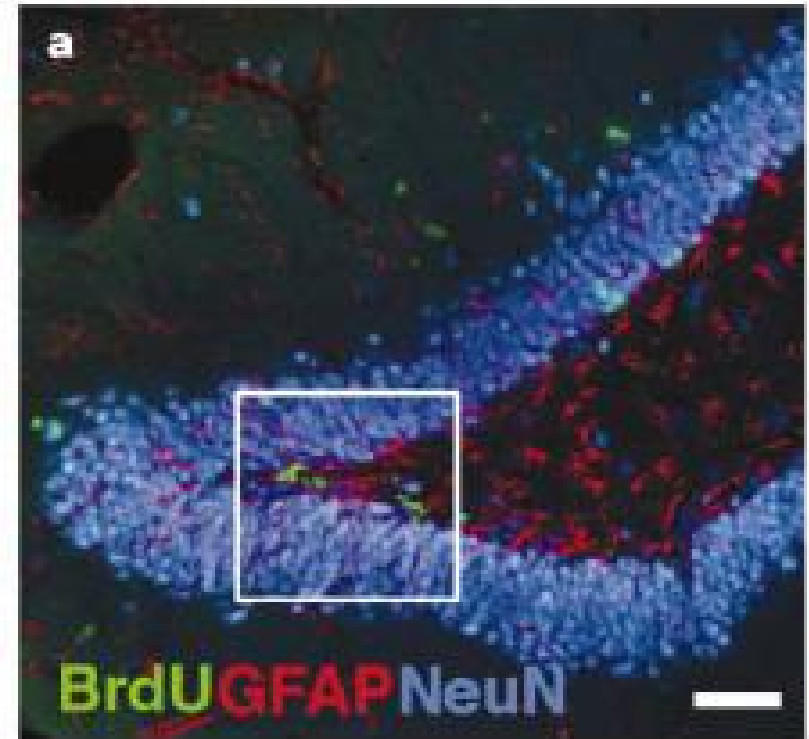
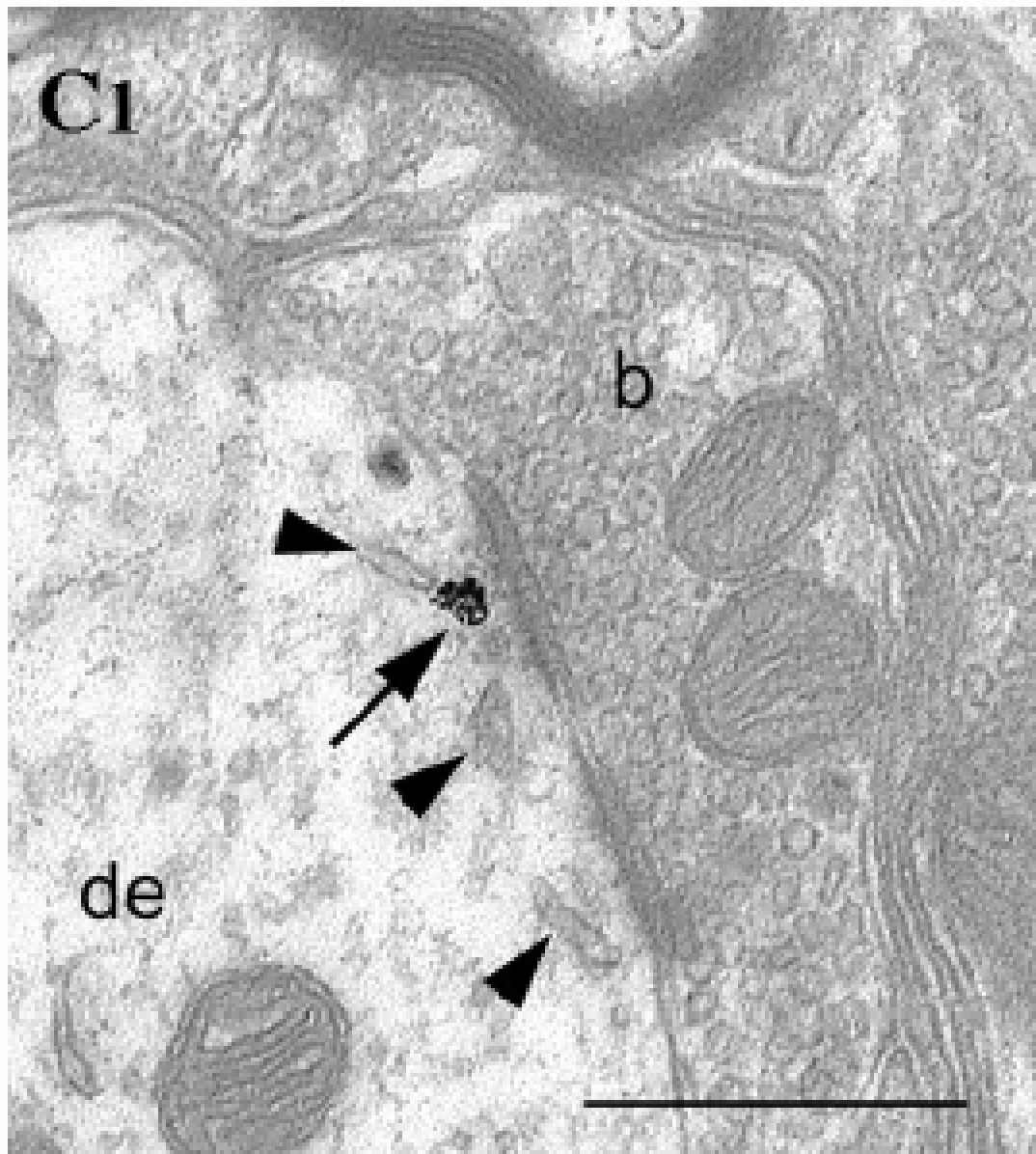
1. 坐标轴的刻度、说明;
2. 符号说明;
3. 误差统计处理



# 图件的修改



# 标记帮助突出重点



**Molecular and  
Cellular  
Neuroscience,  
2002, 18: 13–25**

Geological maps are essential elements in most manuscripts. They need to be prepared carefully

Always indicate if the map is adapted from somebody else's work.

Never simply scan in a published map and pass it off as your own

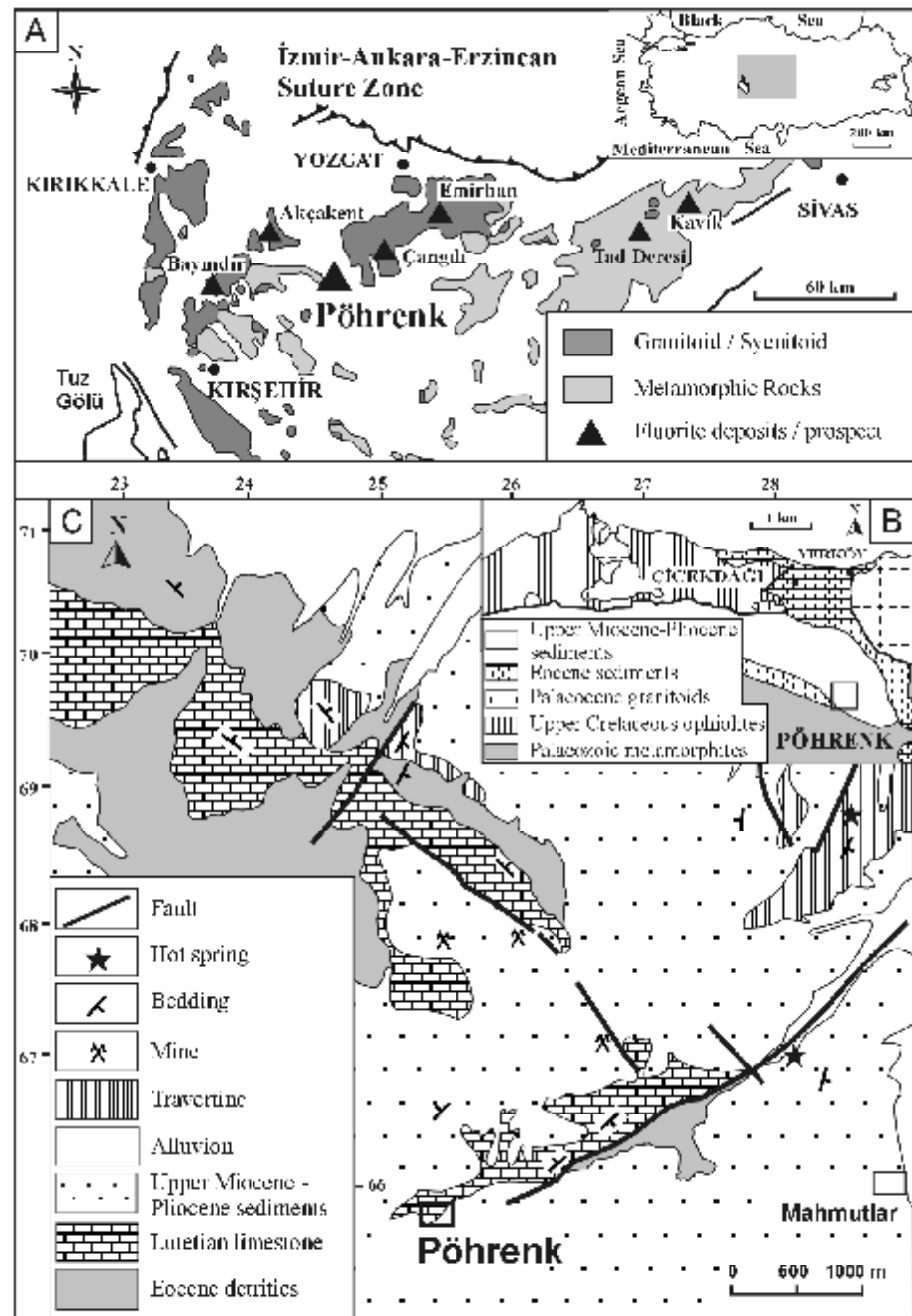


Figure 1 / Y. Genç



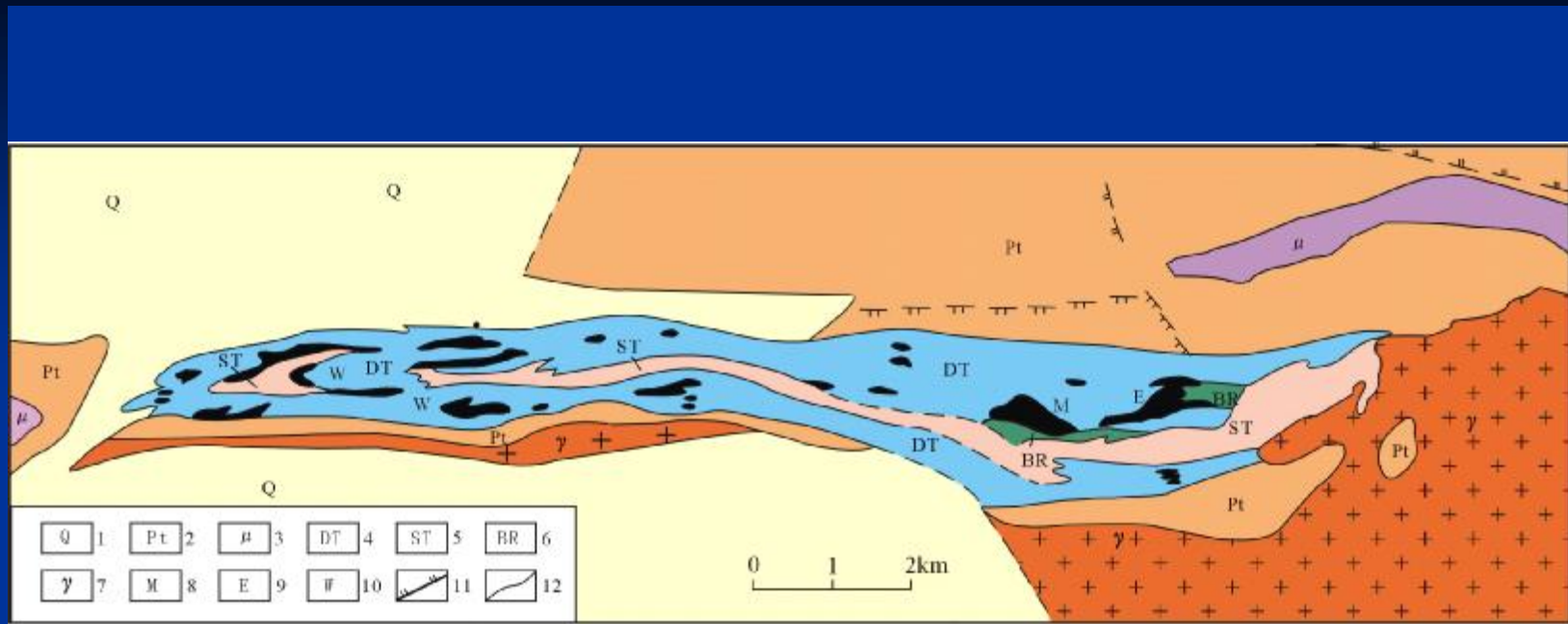
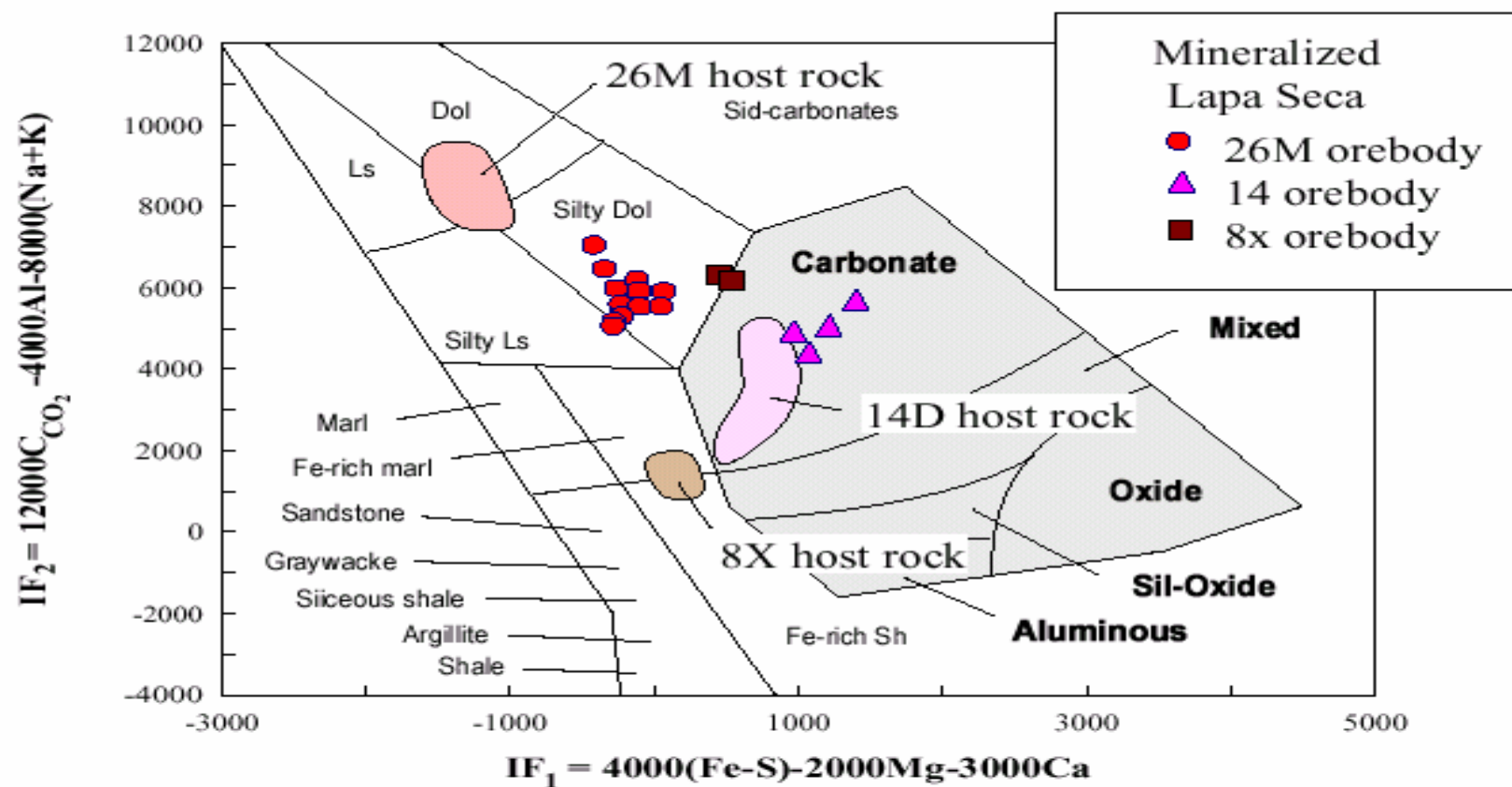


Fig. 1 Schematic Geological Map of the Bayan Obo Ore Deposit

Legends in numbered boxes are NOT acceptable in most international journals. Place the legend directly onto the map.

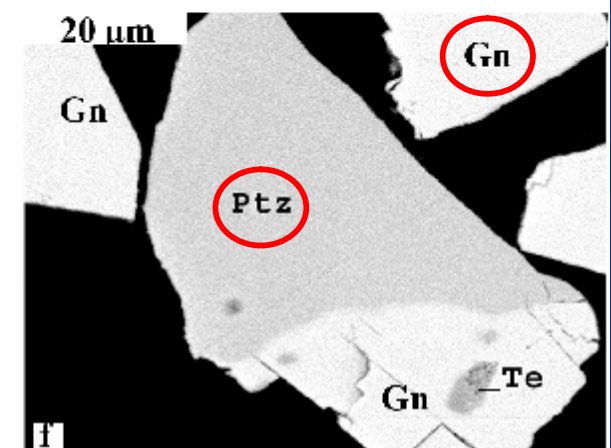
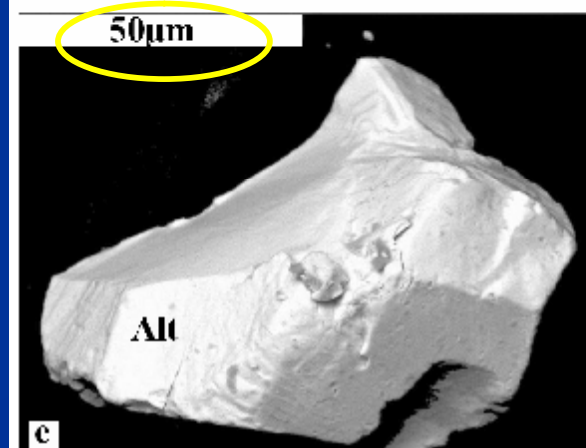
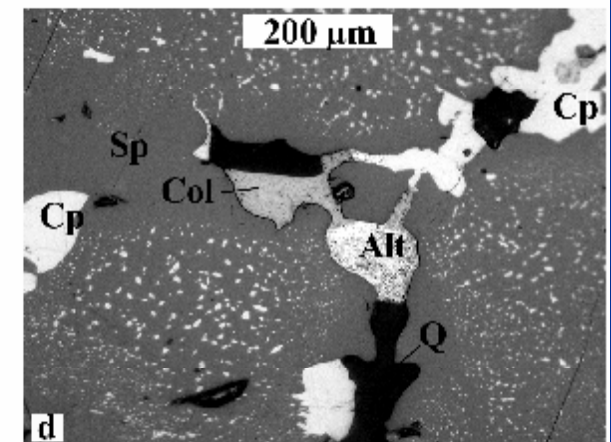
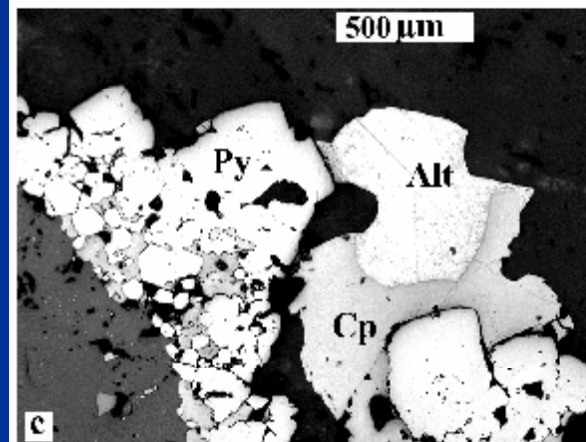
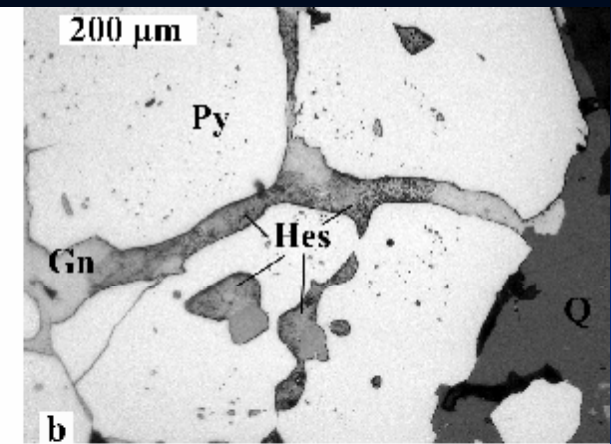
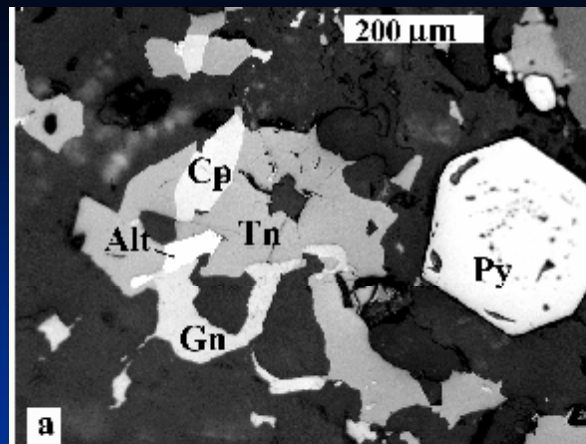


The figure is well presented, but the colour is not necessary

Photomicrographs need particularly careful preparation.

Make sure the pictures are clear and in correct contrast and brightness.

Use consistent and appropriate fonts.



# Acknowledgements

- n 对于不够署名条件，但对研究成果确有贡献者，可以“致谢”的形式列出，作为致谢的对象通常包括：
  - 协助研究的实验人员；
  - 为研究提供方便(仪器、测试等)的机构或人员；
  - 提出过指导性意见的人员；
  - 资金资助项目或类别(但不宜列出得到经费的数量)

## 致谢：尽量具体、如实

- n 应尽量指出致谢对象的具体帮助与贡献；
- n 致谢某人可能暗含着某人赞同论文的观点或结论：如果被感谢的人并不同意论文的全部观点或结论，那么论文公开后被感谢的人和作者都会很尴尬；
- n 表示应有的礼貌和尊重：投稿前应请所有被感谢的对象阅读论文的定稿(尤其要包括“致谢”部分)，以获得允许或默认

# 致谢：用词要恰当

n 致谢的开始就用“**We thank**”，不要使用“**We wish to thank**”，“**We would like to thank**”，等；

—如果说“**I wish to thank Jones for ...**”则是在浪费单词，并且也可能蕴含着我希望感谢John Jones的帮助，但这种帮助并不那么大)；

—用“**I thank Jones**”更显得简明和真诚

# References: 基本原则

- n 所选用文献的主题必须与论文密切相关;
- n 必须是亲自阅读过;
- n 优先引用论文: 最新发表/特定期刊/特定作者;
- n 避免过多的作者自引;
- n 遵循拟投稿期刊的体例要求;
- n 确保文献各著录项(作者姓名, 论文题目, 期刊或专著名, 等)正确无误

# 参考文献的体例类型

n 有250种以上的参考文献列举形式（著录项的取舍、著录项的编排顺序、字体变化、标点符号等方面）；

n 正文中参考文献的标注类型：

<sup>3/4</sup> 著者-出版年体系(name - year system, N-Y)；

<sup>3/4</sup> 顺序编码体系(citation - order system或citation - sequence system, C-S)；

<sup>3/4</sup> 著者-数字(顺序编码)体系(alphabet - number system, A-N)



Worldwide research on pegmatites has involved the study of their petrogenesis (Solodov, 2002), classification (Cerny and Lenton, 1995), texture and structure (Zou et al., 2004), rare element geochemistry (Li, 1982a, 1982b, 1991), mineralogy (Roedder, 1984), and experimental petrology (Bai, 1995; Zeng and Jin, 1995; Wu et al., 1995).

## References

Bai CH... 1995...

Cerny L, and Lenton...1995...

...

Wu GH, Hu CH, Roedder H...1995...

Zou AQ, Han AH, Chen AF...2004...

著者-出版年体系

Worldwide research on pegmatites has involved the study of their petrogenesis<sup>[1]</sup>, classification<sup>[2]</sup>, texture and structure<sup>[3]</sup>, rare element geochemistry<sup>[4-6]</sup>, mineralogy<sup>[7]</sup> and experimental petrology<sup>[8-10]</sup>.

## References

1. Solodov F...2002 ...
2. Cerny L, and Lenton...1995...
- ...
9. Zou AQ, Han AH, Chen AF...2004...
10. Wu GH, Hu CH, Roedder H...1995...

顺序编码体系

## **Long ‘strings’ of references are not helpful if given without any kind of context.**

Worldwide research on pegmatites has involved the study of their petrogenesis, classification, texture and structure, rare element geochemistry, mineralogy, and experimental petrology (Solodov, 1962; Zou and Xu, 1975; Zou et al., 1986; Kuzminko, 1976; Makagon, 1977; Makagon and Shmakin, 1988; Luan, 1979; Wang, 1982; Shmakin, 1983; London, 1981, 1986, 1998; Cerny, 1982a, 1982b, 1991; Cerny et al., 1986; Cerny and Lenton, 1995; Roedder, 1984; Walker et al., 1986; Wang et al., 1987; Chu and Wang, 1987; Wang et al., 1987; Zhang et al., 1987; Zhao et al., 1993; Li et al., 1983; Li, 1987; Li et al., 1994, 1998, 1999a, 1999b, 2000; Bai, 1995; Zeng and Jin, 1995; Wu et al., 1995; Lu and Wang, 1997; Feng, 1998).

**36 references in one sentence!**

**Better would be give just 2-3 pertinent references in a proper context.**

# 科技英语

- n 文体特点：词义明确、结构严谨、文风比较朴素和单纯；
- n 非英语母语作者的表达问题：
  - $\frac{3}{4}$  句子内容的连贯性，
  - $\frac{3}{4}$  论述的逻辑性，
  - $\frac{3}{4}$  语法的正确程度，
  - $\frac{3}{4}$  作者熟练使用语言表达论点的能力，
  - $\frac{3}{4}$  论文中各部分的组织结构是否层次分明，等等

# 读者对论文结构信息的预期

n 宏观层次：IMRD的论文构架；

n 微观层次

$\frac{3}{4}$  句子或段落的叙述要遵循一定的主线, 每个表达单元(语段或语域)的主题内容应明确、单一；

$\frac{3}{4}$  力求组织形式合理, 不同主题间要有起过渡作用的词语或句子；

$\frac{3}{4}$  语法上的主语和谓语必须紧密相连；

$\frac{3}{4}$  “先旧后新”：将“旧信息”(前文提到过的)放在句子的开始位置, 将新信息置于句子的末尾

n “先旧后新”：不仅可以逐步深入地表达作者的观点, 并且也符合读者的阅读预期(思路不致于中断)

The use of land, water and minerals has **increased** more than tenfold during the past two centuries. Future **increases** in population and economic development will intensify this pressure.

\* Major environmental changes varying from disruption of local ecosystems to disturbance of the biosphere are the likely **cumulative impacts** of human activities.

— 第三句应更改为: **The cumulative impacts** of human activities are likely to lead to major environmental changes, varying from disruption of local ecosystems to disturbance of the biosphere.

## n 优先使用主动语态

— **The fact** that such processes are under strict stereoelectronic control **is demonstrated** by our work in this area. (18个词)

— **Our work** in this area **demonstrates** that such processes are under strict stereoelectronic control. (14个词)

## n 句子的主语在逻辑上要清楚、连贯，避免在同一句子或段落内部改变语态形式(以免冗长和迂回)

— These **vugs** carry no gold and the **tenor of the vein** has not been affected by them.

— These **vugs** carry no gold and **do not affect** the tenor of the vein.

## n 力求句子结构紧密, 表达准确、简短、清晰

(1) 句子中相关部分应尽可能地紧邻: 修饰语与被修饰对象的关系应明确、尽量相邻, 等.

(2) 删除there be等冗词, 使句子更为紧凑. 如:

$\frac{3}{4}$  In most specimens **there is** more biotite than hornblende.

$\frac{3}{4}$  Most specimens contain more biotite than hornblende.

(3) 尽量使用并列的动词代替叠加的名词, 以避免句子冗长、笨拙. 如:

$\frac{3}{4}$  Techniques used for **identification and quantitation...**

$\frac{3}{4}$  Techniques used to **identify and quantify...**



## n 保持句子成分（或词语）之间在人称、数、性等方面的一致, 尤其要注意主谓一致

- (1) 不可数名词、集体名词的谓语动词取决于具体的语境. 如: data, number等单词的使用;
- (2) 由what, every, each, no, neither, one等引导的单数主语必须配合单数谓语动词;
- (3) 单数主语后面紧跟以with, together with, along with, including, in addition to, as well as等引导的短语时, 必须配合单数谓语动词;
- (4) 有关代词使用中的指代一致和数的一致

# 代词的使用: 指代要清楚

- n Since potential vorticity (PV, defined as...) was first introduced by Ertel <sup>[1]</sup>, **it** has been extensively used to study the **genesis and evolution of weather systems** for several decades <sup>[2-9]</sup> and has enhanced the understanding of the dominant physical processes responsible for **their** formation and growth. **Its** conservation in a frictionless adiabatic flow and **its** invertibility in a balanced system has been key to **this**.

it = potential vorticity

their = genesis and evolution of weather systems (?)

this = ?

A modeling study of the moist vorticity vector associated with a heavy rainfall event in North China

# 避免使用长句

- n In English, the main idea and each supporting idea is typically written in separate sentences.
- n One can usually recognize a very long sentence by its length – **sixty words or more**. However, sentences of smaller lengths can also be too long if they contain **multiple statements** that confuse the main idea.

- n **Too long:** The gear transmission is grade seven, the gear gap is 0.00012 radians, the gear gap has different output values corresponding to any given input value, nonlinearity of the gear gap model can be described by using the phase function method, the existing backlash block in the non-linear library of the Matlab/zdimulink toolbox can be used, the initial value of gear gap in the backlash block is set to zero.
- n **Correct:** The gear transmission is grade seven. The gear gap, which is 0.00012 radians, has different output values corresponding to any given input value. The nonlinearity of the gear gap model can be described by using the phase function method. The existing backlash block in the non-linear library of the Matlab/zdimulink toolbox can be used; the initial value of gear gap in the backlash block is set to zero.

n **Too long:** ...where  $m$  is the mass of the heavy disk mounted at the mid-span of a massless elastic shaft,  $e$  is the eccentricity of the mass center from the geometric center of the disk,  $\varphi$  is the angle between the orientation of the eccentricity and the  $\xi$  axis,  $\xi k$  and  $\eta k$  are the stiffness coefficients in two principal directions of shaft respectively,  $c$  is the viscous damping coefficient of the shaft and the disk,  $\omega$  is the rotating speed, ...

n **Correct:** Where

$m$  is the mass of the heavy disk mounted at the mid-span of a massless elastic shaft,

$e$  is the eccentricity of the mass center from the geometric center of the disk,

$\varphi$  is the angle between the orientation of the eccentricity and the  $\xi$  axis,

$\xi k$  and  $\eta k$  are the stiffness coefficients in the two principal directions of the shaft,

$c$  is the viscous damping coefficient of the shaft and the disk,

$\omega$  is the rotating speed,

# ‘In this paper’, ‘in this study’

- n In some papers written by Chinese, these phrases can occur as much as twice per page. In papers written by native English writers these phrases are reserved for primarily two uses.
- n Actually, the reader is aware that the work presented is by the author (unless the author states otherwise) so there is no reason to repeat these phrases.

- n The ‘study (or research)’ is the work the author(s) did.
- n The paper is the mode to present this work and is what the reader is holding/reading. (This paper present...)

**Awkward:** In this paper, IDEAS was used to ....

**Correct:** In this study, IDEAS was used to....

**Awkward:** In the paper, a SZG4031 towing tractor is used as the sample vehicle, it components ...

**Correct:** In this study, a SZG4031 towing tractor is used as the sample vehicle, it components ...

# at home / abroad

- n International papers should not use location dependant terms such as ‘at home’, ‘abroad’, ‘here’, ‘our country’ because the reader most likely is not Chinese and not in China.

**at home, our country = in China**

**abroad = outside China**

**overseas = outside the mainland of China**



# Arabic Numbers

- ⌈ Should never be used at the beginning of sentences
- ⌈ Should not be used to give general information
  - ˆ 11 parameters were selected for the experiment.
  - ö **Eleven** parameters were selected for the experiment.
  - ˆ All 3 studies concluded that the mean temperature should be 30 °C.
  - ö All **three** studies concluded that the mean temperature should be 30 °C.

# Avoid redundancy

**n research work = research / work**

**n limit condition = limit / condition**

**n sketch map = sketch / Map**

**n layout scheme = layout / scheme**

**n simulation results = results / simulation**

**n calculation results = results / calculation**

# a, an, the

- (1) Omitted where they are required;
- (2) Used where they are not needed
- (3) Used wrongly in place of the correct article.

**D:** Figure 2 shows the distribution of relative velocity on surface of main and splitter blades.

**C:** Figure 2 shows the distribution of relative velocity on **the** surface of **the** main and splitter blades.

**D:** The software PowerSHAPE is chosen to be a 3D modeling tool; ...

**C:** The software PowerSHAPE is chosen to be **the** 3D modeling tool; ...

## 冠词和名词用法示例

Nuclear magnetic resonance (NMR) has played a extremely important role in structural identification of organic compound. Because it can resolve molecular structure with high precision without destroying molecular biological function, it is expected for biological analysis. However, due to diversity and complexity of biological molecule, large amount of structural information are still unknown.

**N**uclear **M**agnetic **R**esonance (NMR) has played **an** extremely important role in **the** structural identification of organic compounds. Because **NMR** can resolve ..., it is expected for **the** biological analysis. However, **because of the** diversity and complexity of biological molecules, **much** structural information **remains** unknown.

# U.K. English vs. U.S. English



sulphide	sulfide
colour	color
analyse	analyze
catalogue	catalog



- Most word processors have built-in spelling (and grammar) checkers. Use them! They are not always perfect, but will help erase common problems

# 标点符号

## n 英文标点符号与中文标点符号在形式上的差别:

句号为句点、省略号为连续排列的3个句点;

英文中没有顿号“、”和书名号“《》”;

英文中有撇号“’”,中文则没有.

## n 标点符号的主要用途:

(1) 连接词或承接句子各部分: 连字符、冒号、分号、破折号;

(2) 封闭句子各部分: 成对出现的逗号、破折号、引号、括号;

(3) 表示省略: 省略号、句号(缩写点)、撇号(表省略);

(4) 用于表示句子的结束: 句号、问号、感叹号

# 标点符号

n 英文中没有顿号(、)和书名号(《》);

n 标点符号用法举例:

— The complex consists of three conformable, well-layered units of **gabbro, diorite and granodiorite and granophyre.**

—这个“units”是由“(1) gabbro, (2) diorite, (3) granodiorite and granophyre”组成的? 还是由“(1) gabbro, (2) diorite and granodiorite, (3) granophyre”组成的? 含义不清

# SI单位及其倍数单位的应用与表达

- n SI单位的倍数单位应根据使用方便的原则选取：一般应使量的数值处于0.1-1000之间。如：

0.003 94 m 可写成 3.94 mm;

$3.1 \times 10^{-8}$  s 可写成 31 ns

- n 两个或两个以上的单位相乘所构成组合单位作为分母时，应使用括号或连乘表示，以避免误解。如：

正确： $m \times kg / (s^3 \times A)$ ,  $m \times kg \times s^{-3} \times A^{-1}$

错误： $m \times kg / s^3 / A$ ,  $m \times kg / s^3 \times A$



# 量符号的字体形式

- n 量符号中下标符号表达的原则为：表示物理量符号的下标用斜体；其他下标用正体。例如：  
正体下标： $C_g$  (g - gas, 气体)； $m_r$  (r - relative, 相对)  
斜体下标： $C_p$  (*p* - 压力)； $S_n a_n q_n$  (*n* - 连续数)
- n 一些约定的常数 (*Re*, *Fo*等), 使用斜体形式；
- n 有关矢量、张量和矩阵等符号, 需要采用黑斜体形式；
- n 动植物等属以下(含属)的拉丁文名称(如: *E. coli*, *Oryza*), 使用斜体形式

# 量与单位符号: 应注意的问题

- n 避免不规范的单位缩写. 如: 不可用sec代替s或second, 不能用cc代替 $\text{cm}^3$ 或cubic centimeter;
- n 单位符号或单位名本身不能加下标或其他信息. 如:  
 $V_{\max} = 1000 \text{ V}$ 不能表示为 $V = 1000 V_{\max}$ ; 质量分数为10%不能表示为10% (m/m) or 10 % (by weight);
- n 单位与其相关的量的关系应明确, 数学符号所表示的不同数值的运算关系应清楚. 如:

35 cm ´ 48 cm

35 ´ 48 cm

15% - 40%

15 - 40%

# 稿件的录入与排版

- n 尽量不要使用脚注;
- n A4纸、Times New Roman字体、12号字、单面、通栏、隔行打印;
- n 打印稿应留有足够的页边距 (不少于25 mm);
- n 注意美国英语和英国英语拼写方面的不同;
- n 文字处理软件视要求选用(备份一个纯文本格式);
- n 使用指定的绘图软件制作图件(>600 dpi的分辨率);
- n 避免使用连字符来分隔单词 (各行的右端不必对齐)

# 录入与排版：最后的检查

- n 一定要仔细阅读打印稿（包括投稿信）；
- n 投稿前请一位或多位同事阅读稿件（检查稿件中是否有拼写错误或表达不够明白的地方）；
- n 如有可能，请英语国家的合作者或朋友阅改：
  - $\frac{3}{4}$  提高文字的表达质量，
  - $\frac{3}{4}$  是否符合西方人的思维

**I hope you will find this manuscript exceptable...**

# 投稿前需要检查的项目

- n 是否满足期刊所要求足够份数的原件和复印件;
- n 通讯作者详细的通信地址、E-mail地址、电话号码;
- n 论文的字数、摘要的格式等是否符合要求;
- n 表格和插图分别单独打印,并按其在论文中出现的先后顺序连续编号;
- n 确保参考文献目录中的各著录项准确且完整无缺;并且在正文中分别有引用标注;
- n 其他: 投稿信、相关的声明信、贡献单, 等

# 投稿信(cover letter)的写作

- n 简短明了、重点突出,最好不要超过一页;
- n 投稿信的基本内容:
  - $\frac{3}{4}$  稿件的栏目类型;
  - $\frac{3}{4}$  建议的审稿人或需回避的审稿人;
  - $\frac{3}{4}$  联系人或通讯作者详细的联系地址、电话号码、E-mail地址、传真号码

**投稿信举例**

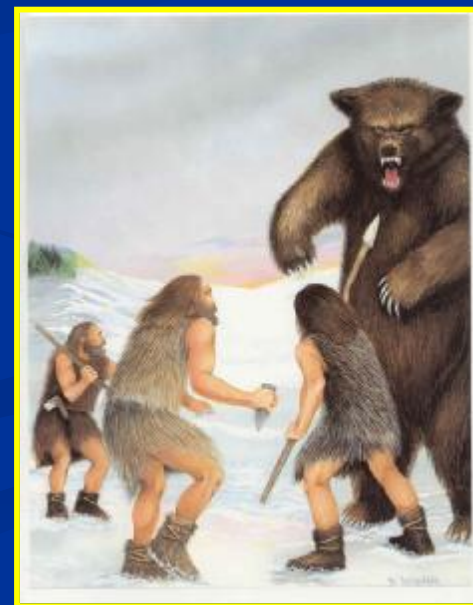
# 如何推荐审稿人?

- n 引文的作者;
- n 期刊的编委;
- n 重要的研究群体或个人:
  - $\frac{3}{4}$  与期刊主办单位的关系,
  - $\frac{3}{4}$  否曾经是期刊的作者,
  - $\frac{3}{4}$  知名度



# 与编辑的联系

- n 如果没有收到期刊的“收稿回执”，可在2-3周后通过E-mail或电话询问编辑部；
- n 如果2个月后没有收到是否录用的决定，可以询问；
- n 审稿结果：
  - n 无须修改即可录用；
  - n 改后录用；
  - n 退稿(或改后再审)





# 如何处理“改后录用”的稿件

n 认真对待审稿人或编辑提出的修改意见

n 修改信

3/4 所有问题必须逐条回答；

3/4 审稿人推荐的文献一定要引用，并讨论透彻；

3/4 如果认为审稿人或编辑的修改建议不合理，可坚持己见，但一定要有充足的理由

n 尽快返回修改稿

退改信举例

# 如果收到的是一封退稿信

- n 认真思考审稿人或编辑提出的退稿意见：
  - $\frac{3}{4}$  暂不再投稿；
  - $\frac{3}{4}$  修改稿件, 并重投到同一份期刊(explain why);
  - $\frac{3}{4}$  修改稿件, 改投其他期刊
- n 不要将不做任何修改的原稿件转投他刊

天青色等烟雨  
而我在等你

<http://www.sciencenet.cn/u/rensl/>

博主



任胜利的博客

欢迎访问编辑之家  
silei10@sina.com

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用户入口

rensl欢迎您光临科学网!

# Thank You!

标题: [何为最具影响力的期刊?](#)

浏览: 74 评论: 3

影响因子在期刊评价、研究评价、论文投稿等很多时候被当作期刊影响力或水平的代名词,有些办刊人为追求高影响力甚至刻意“制作”影响因子。

影响因子能够代表期刊的影响力吗?

可以假设有A, B, C三刊, 每年发表论文数和影响因子值分别为: