

# Writing a Paper

Well-written papers are read and cited. Poorly written papers are not. So, we are sending you some tips for writing a paper for the Macrobiotic Meeting in Berlin 2017.

## Intention

What is the purpose of your paper? Who will read it? How will the reader use it? Try to put yourself in their shoes: would you wish to read your paper? These are important questions when deciding the subject of your paper.

## Structure

This is a recommended and common structure:

### 1 - Abstract

The summary of your paper where you write on motive, method, key results and conclusions. Try not to exceed 3 sentences on any one. The Abstract is an overview of the entire paper.

### 2 - Introduction

What is the problem and why is it interesting?  
What novel thing will you reveal?

### 3 - Details

Give sufficient detail that the reader can understand and apply your proposal. If your paper involves experimentation explain the methods so readers can reproduce the experiment.

### 4 - Results

If your paper has results, report your results simply, without opinion or interpretation.

### 5 - Discussion

Sometimes the conclusions or results speak for themselves, but it is always necessary to extract principles, relationships, or generalisations from the results.

### 6 - Conclusion

Present the most important points or results and their consequences. The Conclusions are a summing up of the advances in knowledge that have emerged from your paper. It is acceptable to present conclusions as a bullet-pointed list.

## 7 - Acknowledgements

Thank people who have helped you in anyway.

## 8 - References

Cite sources of anything you have taken from elsewhere, or relevant previous work on the theme. This will help give any claims credibility and help the reader understand what is accepted and what is opinion.

## Collaboration

Your ideas and proposals may be more powerful if you can collaborate with other experts. This could mean inviting co-authors or getting help for parts of your paper or finding references.

## Peer Review

The aim is that your paper is presented at the Macrobiotic Meeting where people can discuss it and suggest improvements. After you feel paper is ready we will help you get it peer reviewed by other people in the macrobiotic teaching community. The peer review is to authenticate the validity of the paper in terms of assertions and references. The review is not to make any judgement of the proposal itself.

## Author(s) Bio

This is optional. You may want to write a brief bio so readers know who is writing the paper.

This guide was prepared by Simon and Ana Luise for the Organising Committee for the Macrobiotic Meeting in Berlin, 31 October to 2 November 2017.