

CHARLESWORTH AUTHOR SERVICES

Why does an institution want to support their researcher and their publication goals?

- Billions of dollars are spent annually on research. Institutions want to make sure their researchers have the tools and skills needed for publication
- Research funding can depend on where their research is published (e.g. UK Research Excellence Framework, Australian Research Council Research Assessment Exercise)
- Universities compete for pole position in the research rankings (e.g. QS, Times Higher Education, Shanghai Jiaotong). Institutions use their rankings to attract the best students and best researchers.
- Researchers want to ensure their research is published in the right journal and as quickly as possible
- Submission rejection rates for high impact journals are often high, with a large percentage rejected before formal review has even started.
- Conditional acceptance can often require additional work to be completed, including responding to reviewer comments and making all necessary revisions.

The Charlesworth Group provides high-quality editorial services and we are pleased to share our expertise with authors via tailor-made training and coaching workshops. Our trainers are highly skilled researchers and editors with experience of publishing in leading journals, and are well placed to guide workshop participants through this journey with a wealth of helpful tips and guidance.

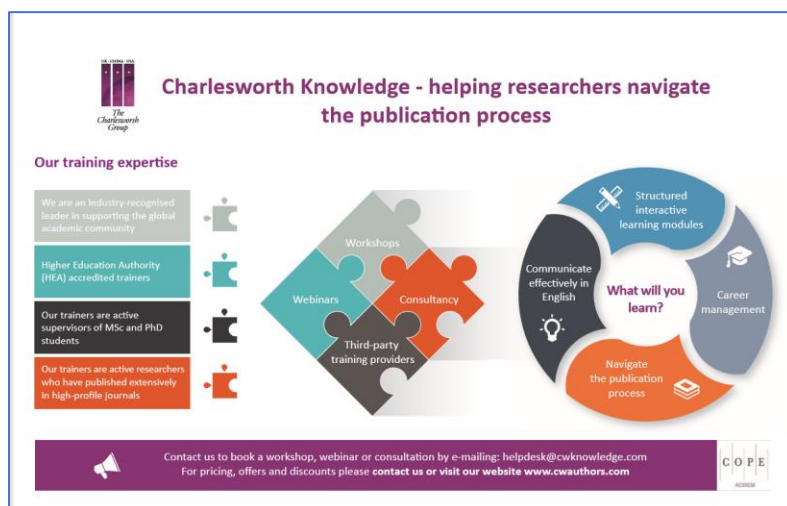
TRAINING WORKSHOPS

We would like to propose a workshop or a series of workshops, to be held at your university, aimed at doctoral candidates, postdocs, Early Career Researchers (ECRs), and any other interested parties. This workshop may either be presented as a standalone event or as part of an overall training schedule.

Workshop Advertising

It will be your responsibility to advertise the workshop, however we do supply branded marketing material ('Welcome Pack') to assist you which consists of:

- A4 Poster supplied as pdf file
- Pre-Workshop MP4 Video file (2 mins)
- A4 Workshop(s) overview supplied as a pdf file
- A unique referral code



Workshop structure

Number of participants and structure

Courses are conducted by experienced editors and authors, with experience of publishing in many of the world's leading journals. Trainers will share their experience and publishing expertise with the audience.

Each workshop can accommodate between 20 and 50 participants.

In addition to a one-day workshop, we can structure the training over a longer period in order to cover more topics relevant to your research and clinical community. A consecutive two- or three-day workshop can be run for the same group of participants covering different topics; alternatively, we can repeat the same workshop for a different audience each day.

Format and style

The workshop is interactive and will be based on the direct experience of participants. We offer hands-on learning by tackling questions from audience on real-life issues and challenges.

Pre-course preparation

Participants are invited to come prepared with a list of issues they face relating to their publishing experience and current skill set as early career researchers – challenges encountered when communicating with journal editors and when choosing the most appropriate journal in which to publish.

On site delivery

Charlesworth Knowledge workshops are full day events, broken up as six hours' teaching time plus 2 hours for breaks.

8.00	Trainer arrives to set up
9.00-10.30 am	Plenary 1 and discussion
10.30 – 11 am	Tea/coffee Break
11 am – 12.30 pm	Plenary 2 and discussion
12.30 – 1.30 pm	Lunch
1.30 – 3 pm	Plenary 3 and discussion
3 – 3.30 pm	Tea / coffee break
3.30 – 4.30	Interactive session / feedback
4.30 – 5 pm	Summary of key learning outcomes
5 – 5.30 pm	Trainer is available for any direct individual questions

Post-workshop follow-up

For the next five (5) working days following the workshop (s), participants will be able to send additional questions to the trainer. These questions and answers will be collated into a single document and returned to the organisers.

Post-workshop questionnaire

We strive to ensure that our course content and the experience of our tutors are first class in the industry. As part of our commitment to quality management and continuous improvement we survey participants on workshop completion. The survey is a mix of



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printed feedback forms handed out at event and an online survey. We are happy to share the feedback with you and we welcome testimonials from organisers and participants.

Participants to the workshop(s) will also receive an Attendance Certificate on completion which can be emailed directly to them. An example certificate is shown below.



Examples of a three-day workshop

Three days on distinct subjects targeted at the same audience of researchers:

Day 1: How to write and publish your papers in high-impact journals

Day 2: Managing the publication process

Day 3: Branding as a researcher

Two days of a workshop on the same subject for different participants to manage a larger group, and a one-day workshop on a second subject:

Day 1: Managing the publication process

Day 2: Managing the publication process

Day 3: Branding as a researcher

You can select from the 8 workshops listed below or we can modify the structure to better fit your requirements, e.g. by including more questions related to Open Access or (national or international) grant applications.

Workshops

001: How to write and publish your papers in high-impact journals

002. Managing the publication process

003. Key skills for EarlyCareer Researchers (ECR)

004. Common scientific writing mistakes made by non-native English writers

005: Branding as a researcher

006: Grant-proposal writing

007: Statistics and data presentation explained

008: Planning and managing the research process



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LANGUAGE SERVICES

We offer three editing packages: Essential, Advanced and Premium. Premium is designed especially for medical submissions and it includes also a pre-peer review assessment of the paper.

The content for each of the packages is summarised below, and more details can be found online here: www.cwauthors.com/prices.

Editing packages

Essential Package

Comprehensive expert editing and proofreading of academic research papers and articles, with the option of reduced fee for multiple-round editing.

Turnaround times: 2 days for up to 6000 words; 3 days and 6 days for longer manuscripts.

Package Includes:

Proofreading - Correction of spelling, grammar and punctuation - Check for use and consistency of technical terminology and content - Edit to target journal style - Edit for style, clarity and legibility - Check appropriate use of graphs and/or tables - Re-edit free of charge if unsatisfied.

Benefits Include:

60% discount for re-edits within one year. */

Up to 10% word count reduction.

Reference checking.

Consistency and adherence to core journal style.

If you were pleased with the work done by an editor on a previous paper, you can request to have them for your next paper (subject to availability).

Advanced Package

Multiple-round editing and re-submission support included for one year, alongside our comprehensive editing. Our best-value option for authors likely to need re-editing and help with response to reviewer comments. Turnaround times: 2 days for up to 6000 words; 3 days or 6 days for longer manuscripts.

Package Includes:

Proofreading.

Correction of spelling, grammar and punctuation.

Check for use and consistency of technical terminology and content.

Edit to target journal style.

Edit for style, clarity and legibility

Check appropriate use of graphs or tables.



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Re-edit free of charge if not fully satisfied.

Benefits Include:

Free re-edit within 1 year of submission*/ - Up to 10% word count reduction - Reference checking - Consistency and adherence to core journal style - Choose your preferred or previous editor - Cover letter, checking and editing - Reviewer responses, edit and check against paper.

*/ We reserve the right to charge for further re-editing if the changes are extensive or have been made to comply with a different target journal's guidelines.

Premium package

The Premium package is designed specifically for medical institutions and includes peer review and plagiarism check.

Includes additionally:

iThenticate plagiarism check

Peer review and review of

Re-edit free of charge if not satisfied.

Benefits:

Free re-edit within one year - Up to 20% word count reduction - Full reference check includes; excessive self-citation and against other journal policies - Cover letter, checking and editing - Reviewer responses, edit and check against paper - Peer assessment, analysis of your scientific content using our scientific review form.

Individual Services

Also choose from our other flexible services which are available individually; Abstract Editing; Abstract Writing; Cover Letters; Plagiarism Detection and Journal Selection. If you're writing in a foreign language, we offer translation and publication support.

Terms and Conditions – Education Services

CWKnowledge agrees to provide the services as outlined at

www.cwauthors.com/cwknowledge.

Charlesworth Author Services is a member of COPE (Committee on Publication Ethics). We are publisher independent and we adhere to best practices on publication ethics as set out in the COPE guidelines <https://publicationethics.org>.



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