

Short Courses To Be Offered Before CSE Annual Meeting; Executive Refresher Sessions Available for Alumni

CSE's famous short courses will again be offered on the days preceding the 2001 annual meeting. The course for journal editors, a 2-day course, is set for Friday and Saturday, 4 and 5 May; the others—for Web editors, managing editors, and manuscript editors—will take place on 5 May. Each course has a first-rate faculty, and course leaders will put together a notebook full of useful information for participants. This year the participants in each course will have lunch together; faculty members will be at the tables to continue discussion. Also, alumni of the courses can now take individual sessions as refreshers.

Short Course for Journal Editors

The coordinator for the Short Course for Journal Editors this year will be Joan Blumberg, president, Blumberg Associates Inc, and director, Drexel University Publication Management Graduate Degree program. As part of the faculty, Blumberg will lead sessions on journal financing and on the economics of electronic publishing to assist editors in understanding the implications of each on their operations and plans. Bruce Dancik of the National Research Council of Canada and Frank Davidoff, editor of *Annals of Internal Medicine*, will lead lecture sessions on new realities in peer review. Then, in separate breakout sessions, they will talk about and entertain questions on peer-review dilemmas and policy decisions, authors and authorship, and decision-making for editors. Diane Sullenberger, of the *Proceedings of the National Academy of Sciences*, will lecture on editorial-office management, with instruction about the operation and impact of online peer-review systems; in a breakout session, she will discuss what

editors need to know about files, illustrations, and formats. Deborah Whippen, senior director, Science, Education & Publications Division of the American Society of Clinical Oncology, will lecture on the flow of manuscripts from receipt to production and then lead a breakout session on what can be done to ensure quality in the production process, both online and in print. The sessions will culminate with a breakout session on general topics in an online-publication era, including hypothetical case studies, and with lectures on biomedical journals today, which will include considerations of competition and collaboration and a lecture on CrossRef and other linking initiatives. All faculty will participate in the last three sessions and will be available to answer questions throughout the course.

Short Course for Web Editors

Last year CSE for the first time offered a 1-day Short Course for Web Editors, which was a great success. This year's coordinator, Nancy Wachter of Lippincott Williams & Wilkins, has brought together another stellar faculty. Heather Joseph of BioOne and formerly director of publications at the American Society for Cell Biology will discuss the economics of Web publishing. Returning presenter Patricia K Baskin, managing editor, *GeneClinics*, will illustrate good and bad professional Web sites and describe the digital editorial process, including online submission, peer review, revision, publication, and document tracking. Another returning presenter, Tracy Drew, creative director, Keaton Drew Design, will discuss graphics on the Web. New faculty member Deborah Parrish, a lawyer, author, and speaker on health-care and science law topics who is director of the International

Business Ethics Institute, will provide information on intellectual property rights and permissions on the Web. Bill Witscher, product-lines manager and associate director, HighWire Press, will review Web linking, indexing, searching, and archiving options.

Short Course for Managing Editors

The 1-day Short Course for Managing Editors, coordinated by Cheryl Iverson, director of editorial processing for the American Medical Association's scientific journals and managing editor of the *Archives Journals*, will provide a mix of lecture and discussion to cover some of the principal responsibilities of managing editors. The course will open with an overview of some of those responsibilities—complete with sample job descriptions that will illustrate just how many hats managing editors wear. The morning will be devoted to the main people or groups that managing editors interact with: Monica Bradford, managing editor of *Science*, will describe the role of the managing editor vis-à-vis the editor and the publisher; and Christine Arturo, managing editor of *Journal of the American College of Cardiology*, will speak about the role of the managing editor in relation to reviewers and the editorial board. The afternoon will open with a choice of breakout sessions: Mary Boylan, managing editor for the publications of the American College of Physicians-American Society of Internal Medicine, will talk about managing an editorial and production group; and Margaret Kosiba, editorial assistant at *Archives of Surgery*, will talk about running a small journal office. The remaining afternoon sessions will address other concerns of the manag-

Short Courses *continued*

ing editor: Dana St John Kolar, managing editor for special projects at *Circulation*, will discuss electronic issues (online peer review and manuscript tracking), and Christine Arturo will discuss staffing (appropriate levels, hiring, and retaining). Both morning and afternoon will conclude with a problem-solving session to allow all faculty and students to respond to specific questions raised by the course participants.

Short Course for Manuscript Editors

Diane Lang, assistant director of publications, Editorial Services, at the Radiological Society of North America and coordinator of the Short Course for Manuscript Editors, has brought back many of her faculty from last year. The morning breakout sessions will feature two topics: Flo Witte, director of scientific editing at St Jude Children's Research Hospital, will review the nuts and bolts of basic statistics, and Deborah Eng, editorial training manager at the Radiological Society of North America, will explore

ways to define editing levels, develop checklists, and triage projects. After lunch two more breakout sessions will be offered. Patricia Godfrey will lead a workshop on usage and semantics, often-overlooked aspects of editing. In a workshop on molecular biology, one of the hottest fields of medical research, Rhea-Beth Markowitz of the Institute of Molecular Medicine and Genetics at the Medical College of Georgia will explore how we can make sense of the jargon in the language of molecular biology. Question-and-answer sessions will end both the morning and afternoon sessions.

"Executive Refresher" Option

Does reading about all these fascinating sessions make you wish you could pick and choose among them? Well, perhaps you can. If you have attended any short course in the past, CSE invites you to take advantage of an "Executive Refresher" offer. Sometime before the annual conference in Washington, DC, we are going to allow short-course alumni to sign up for a single session in any of the short courses

for a fee of \$35 (for members) or \$45 (for nonmembers). Most of the sessions last an hour. We have tried to arrange the schedules of the courses so that you can attend a variety of sessions during the day.

We will be sending a special registration form to all short-course alumni so that they can participate. Note, however, that participants who register under the Executive Refresher offer must be responsible for getting their own lunch. When the registration form comes, please read the dates and times of the sessions carefully; some are offered on Friday but most are only on Saturday.

The CSE Education Committee hopes that many of you will take advantage of this excellent opportunity to participate in the short courses. Meeting others who are doing the same work you do, learning how to do things better, and working alongside eminent faculty are opportunities not to be missed.