

Five Short Courses to Precede Annual Meeting

Diane Lang, Director CSE Short Courses

The CSE short courses, which are presented each year immediately before the annual meeting, provide a tremendous opportunity to learn about topics peculiar to different aspects of scientific publishing. This year, CSE will offer five short courses. The 2-day short course for journal editors will take place on Friday and Saturday, 20-21 May. The short course on publication management (formerly the short course for managing editors), the short course for manuscript editors, and the short course on electronic publishing solutions will all be held on Saturday, 21 May. A brand-new course this year, the short course on statistics for editors, will also take place on Saturday, 21 May. Each course is led by experienced faculty and updated each year to address current issues and problems. Presentations include lectures, panel discussions, and breakout sessions. In addition, roundtable lunch sessions will allow faculty and course attendees to continue discussions or address ancillary issues.

Short Course on Statistics for Editors

New in 2005 will be a 1-day short course on statistics for editors. This course, which will be organized by Jessica Ancker, a writer and statistician, was developed in response to requests from CSE members



Jessica Ancker

and annual-meeting attendees. Topics will include basic descriptive statistics, confidence intervals, hypothesis-testing and *P* values, and measures of association, such as relative risks and odds ratios.

Faculty will give demonstrations and provide examples from scientific publications and the lay press. Group exercises will allow attendees to practice interpreting, presenting, and editing statistical information.

Short Course for Journal Editors

The 2-day short course for journal editors is designed to provide prospective and new editors with a comprehensive survey of the roles and responsibilities of editors of scientific journals. The course coordinator is Iain E P Taylor, assistant editor-in-chief, University of British Columbia, NRC Research Press. Topics to be covered include the publication process; authorship; the roles and responsibilities of editors; establishing a review process and the selection and nurture of reviewers; editorial decision-making; the ethical obligations of editors, authors, and reviewers; obtaining and improving manuscripts; conflict and misbehavior among editors, authors, and reviewers; journal office operations; journal production and finances; and electronic publication. There will be both lectures and small-group sessions with ample opportunity for participants to put forward their questions and problems for consideration by the faculty and other participants.



Iain E P Taylor

Short Course on Publication Management

Julie Steffen, associate journals manager and director of astronomy journals, University of Chicago Press, is serving as coordinator of the 1-day short course on publication management (formerly the short course for managing editors).

The course will address such topics as managing change, the human factor in management, managing workflow, managing communications, and problem-solving. The course will include lectures and will allow ample time for discussion.



Julie Steffen

Short Course for Manuscript Editors

The 1-day short course for manuscript editors, led by Margaret Perkins, chief manuscript editor of medical journals at the University of Chicago Press, will present current information on topics of interest to both experienced and novice manuscript editors. The course offers lectures and question-and-answer sessions to allow attendees to make the most of the day. Topics to be covered are levels of editing, including suggestions and techniques for determining the most appropriate level of editing for a particular manuscript; statistics for manuscript editors; grammar and usage; freelance editing; and formatting and editing tables and figures. Attendees are strongly encouraged to bring their own problems and questions for discussion.



Margaret Perkins

Short Course on Electronic Publishing Solutions

The 1-day short course on electronic publishing solutions is intended to help editors find their way through the electronic publishing jungle. The course coordinator

Short courses continued

is Kevin E Pirkey, vice president of Odyssey Press, and he and his expert faculty will cover digital art and author-supplied files, electronic formats in publishing, content management and archiving, choosing the right electronic publishing



Kevin E Pirkey

model for your organization, the impact of supplemental data, excess electronic content and the importance of branding, expanding revenue streams through online content, and the dollars and cents of electronic publishing. The course will also include time for discussion and questions for the faculty.

Executive Refresher Program

The CSE executive refresher program allows short-course alumni to register for

a single session in any of the current short courses for a nominal fee. Most sessions last 1 hour, and the courses have been organized so that it is possible to attend more than one session in a day. To take advantage of this opportunity, check the preliminary program for an executive refresher registration form and a list of short course sessions.