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**Publishing Basics**

Anne Katz, PhD, RN, FAAN  
Editor, *Oncology Nursing Forum*

Lisa Kennedy Sheldon, PhD, APRN, AOCNP®, FAAN  
Editor, *Clinical Journal of Oncology Nursing*

Leslie McGee, MA  
Managing Editor, Oncology Nursing Society

The logo for the ONS 42nd Annual Congress, identical to the one in the first section, is located at the bottom of this slide.

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**What Should I Write About?**

Focus on your passions.

- What message do you want to share?
- Do you have new information and/or perspectives to offer?
  - Unique case studies
  - New measures, instruments, or tools
  - Stories of patients and families

The logo for the ONS 42nd Annual Congress, identical to the ones in the previous sections, is located at the bottom of this slide.

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### Know Your Audience

What do your readers need? Write with them in mind.

- What are the implications of your content on your readers?
- How can they apply it to their practice or setting?

How do you reach your intended readers?

Where do they get their content?

- Newsletters
- Consumer, open access, and peer-reviewed publications



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### Do Your Homework

Significant variability exists among publishers.

- Author fees
- Is the publication acceptable for tenure track?
- Author responsibilities
  - Permissions
  - Illustrations



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### Word of Caution

Investigate potential publishers *before* committing.

So-called "predatory publishers" have increased significantly in recent years.

- Charge high author fees for minimal return.
- Use same or similar titles as established publications.
- Directory of Open Access Journals: those suspected of ethical misconduct
  - [https://docs.google.com/spreadsheets/d/183mRBRqs2jOyP0qZWXN8dUd02D4vL0M0v\\_kgYF8HORM/edit#gid=1650882189](https://docs.google.com/spreadsheets/d/183mRBRqs2jOyP0qZWXN8dUd02D4vL0M0v_kgYF8HORM/edit#gid=1650882189)
- Look for credibility clues.
  - Typos, grammar oddities
  - Wide-ranging publication topics
  - Contact information
  - Rapid publication
- Listen to your instincts.



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### Contact the Editor *Before* Writing

Guidance on appropriateness of the topic

- Oversaturation
- Similar manuscripts accepted and awaiting publication

Have a backup publication and format.

- Letters to the editor
- Commentary
- Research articles
- Literature reviews
- Clinical reviews
- Case studies



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### Need Assistance? Consider a Coauthor

Should you collaborate with a coauthor (or coauthors)?

Determine responsibilities before writing.

- Set expectations and establish roles.
- Define the order of the authors on the byline.
- Discuss the duties of primary versus secondary authors.
- Should a contributor be an author or an acknowledgment?
- Deny an authorship expectation without participation.



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### Mentors Can Be Wonderful Guides.

Mentoring can be formal or informal.

- Informal mentors: colleagues, coworkers, friends
- Mentors can be in your field—or not.
- Strong writers/readers can provide feedback and suggestions, even if they don't know oncology nursing.

Mentorship programs: pair novice writers with seasoned authors

- The *Clinical Journal of Oncology Nursing* offers a formal program with dyads working to produce a full-length article over six months (<https://cjon.ons.org/content/writing-mentorship-program>).



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### Writing Process

Everyone works differently, yet the basics are the same.

- Develop an outline.
- Revise, revise, revise.
- Review and follow publication guidelines.
- Work smarter, not harder.
  - Create long-range goals.
- Build on your authorship experiences.
  - From co-authored articles to single or first authorship
  - Book projects and chapters
  - Single book authorship and editor roles
  - Speaking engagements and speakers bureaus



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### Submission Process

Upon submission, expect:

- Copyright transfer to the publisher
  - Particularly note the author rights section of the agreement.
- Disclose conflicts of interest
- Permissions and fees, if applicable

Peer review

*Resubmit if required. Don't get discouraged!  
Most manuscripts require revision.*



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### Once Accepted, Work Is Not Done

- Await production of the issue for which your article has been accepted.
- Copyediting and layout process
  - Quick turnaround for review and responses
- Post-publication duties
  - Letters to the editor
  - Media requests
  - Permission requests from readers



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### ONS Peer-Reviewed Journals

#### Author guidelines

- *Clinical Journal of Oncology Nursing*:  
<https://cjon.ons.org/content/cjon-authors>
  - Part of the journal's mission is to mentor new nurse authors
- *Oncology Nursing Forum*: <https://onf.ons.org/content/onf-authors>
  - Currently has the #2 impact factor among nursing journals

No author fees

Indexed in CINAHL®, MEDLINE®, PsycINFO®, and the British Nursing Index



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### Thank You for Your Time

#### Questions?

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