

2016-17 Education Pilot Grantee Writing Course

Overview:

The Education Pilot Grantee Writing Course is a longitudinal program for Department of Medicine educators. The program uses senior and peer mentoring to develop and enhance participants' manuscript writing skills, improve writerly self-efficacy, and complete a manuscript for publication by the end of the course.

Learning Objectives:

- Develop and improve skills to identify a publishable medical education intervention, conduct a literature review, create and use an evaluation framework to measure the intervention's effectiveness, and effectively write a manuscript about an innovative medical education intervention.
- Complete a manuscript draft of education project funded by Education Pilot Grants.
- Enhance awareness of manuscript writing resources available at BUMC
- Enhance peer mentoring skills

Participants:

9 DOM education pilot grant recipients, including clinician and scientist educators.

Time Commitment:

Sessions take place from 4-5:30pm from September to June, approximately every two months. Each session includes 15 minutes of didactic content on writing best practices, 30 minutes of participants' project updates/challenges; 45 min of reviewing each other's writing in small groups.

Session Components:

- **Didactic content** on writing best practices (15 min). Each session focuses on how to effectively write a particular manuscript section
- **Participants' project updates** and challenges (30 min). Participants share progress on their projects, and strategize to overcome challenges with their peers and the senior faculty facilitators.
- **Peer review** of manuscript sections (45 min). Participants work in small groups, facilitated by senior faculty facilitator, to review and provide feedback on sections of their manuscripts. Section drafts are circulated to other small group members one week prior to the next session in order to give each other time to review drafts prior to meeting.
- **Writing goal.** Participants commit to completing a manuscript by the end of the program.
- **Participant commitment.** Participants commit to a) complete pre-program assignments; b) actively participate in at least 5 of the 6 that take place from September to June; c) make progress on their manuscript; and d) provide feedback to their peers.

Checklist of tasks for participants to complete before September meeting:

- ☐ Please make an appointment to meet with Hollis Day to discuss your project (please contact her assistant, Marcia Mousaad at Marcia.Mousaad@bmc.org to schedule) **Date completed:** ____
- ☐ Please meet with Deborah Fournier to discuss your evaluation, which should be developed at the start of your project. **Date completed:** ____
- ☐ If you intend to submit your project to MedEd Portal, please meet with Gail March, who serves as a reviewer for MedEd Portal and can explain the process to you. It will be helpful to know about MedEd Portal requirements *at the start* of your project. **Date completed:** ____
- ☐ Please make an appointment to meet with a medical librarian to learn about conducting literature reviews that can be cited in your manuscripts. **Date completed:** ____
- ☐ Set-up a pre-program interview time with Abigail Russo (arrusso@bu.edu). **Date completed:** ____

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Date	Topic	Facilitators	Large Group Discussion*	Small Group Discussion*	Assignment Due 1 wk Pre-Session
9/29/16	Introduction Significance & Innovation	Emelia Benjamin & Hollis Day	<ul style="list-style-type: none"> • Structure of meetings & goals • Descriptions of each project • Begin with the end in mind: What does your manuscript need to include? <ul style="list-style-type: none"> ○ Template education publication • Grantee questions/challenges • How to develop a writing practice • Best practices for writing the Significance & Innovation section 	Presentations of projects by all education pilot grantees	<ul style="list-style-type: none"> • Complete PowerPoint template for 5 minute presentation • Fill in manuscript template with an outline for each section • Develop timeline for having pre-submission draft completed by beginning of June
11/10/16	Methods & Evaluation	Deborah Fournier	<ul style="list-style-type: none"> • Best practices for writing methods • How to structure your evaluation to produce publishable results • Updates on projects and challenges 	Significance & Innovation	Significance & Innovation sections
1/26/17	Results	Jay Orlander	<ul style="list-style-type: none"> • Approaches to writing up results • Updates on projects and challenges 	Methods & Evaluation	Methods & Evaluation
3/2/17	Discussion, Limitations & Conclusion	Emelia Benjamin	<ul style="list-style-type: none"> • What to include in the discussion section, including what to do if you don't get the anticipated results, and limitations • How to write an effective conclusion 	Results	Results Schedule manuscript readers for 6/1
5/25/17	Putting it all together	Hollis Day	<ul style="list-style-type: none"> • How to know when you are ready to submit the paper • Choosing the right journal to submit to • Submitting to MedEd Portal 	Discussion, Limitations & Conclusion	Discussion, Limitations & Conclusion
6/29/17	Future directions	Emelia Benjamin	<ul style="list-style-type: none"> • How to incorporate reviewers' comments and resubmit 	Complete draft of manuscript	Complete draft of manuscript
9/7/17	Follow-up	All	<ul style="list-style-type: none"> • Share success and challenges of having submitted manuscripts to journals and MedEd Portal 		

Group 1 (facilitated by Hollis Day)
Ambili Ramachandran/Rachel Casas
Ann Zumwalt/Isabel Dominguez
Priya Joshi

Group 2 (facilitated by Emelia Benjamin)
Asher Tulskey
Julien Dedier
Dan Chen/Jim Meisel
Azadeh Nasseh