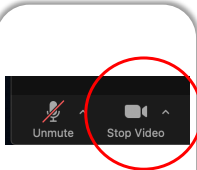


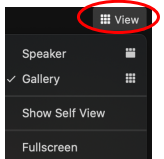
1

Tips for optimizing this session



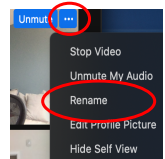
Keep video on

Stay muted unless speaking to minimize background audio



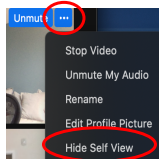
Choose speaker view

How to: In top right of your Zoom window, click on the view button and select Speaker



Use the Rename option to identify your name

How to: Click on the 3 dots at the top right corner of your picture and scroll to Rename




Turn self-view off to prevent Zoom fatigue

How to: Click on the 3 dots at the top and scroll to *Hide self-view*.

2

UI Carver College of Medicine
Scientific Editing and Research Communication Core



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 Web: medicine.uiowa.edu/editingcore



Director, Scientific Editor & Writing Consultant

Christine M Blaumueller, PhD


- Laboratory researcher for 14 years
- Journal editor for 6 years, *EMBO reports*
- Established editing service in ACB in 2006
- Expanded to CCOM 2017



Scientific Editor & Writing Consultant

Jennifer Y Barr, PhD


- Laboratory researcher for 11 years
- Scientific Editing Intern 2015–2017
- Full-time editor since 2017
- Experience/training in NIH, DoD, and NSF grants



Scientific Editor & Writing Consultant


Heather Widmayer, MS, MBA

- Laboratory researcher for 7 years
- Teaching (laboratory courses, information design)
- Grant writing
- Technical Writing and Software Development
- Marketing and communications



3

Goal of the personal statement



WHICH ONE OF THE ENGINEERING CANDIDATES SHOULD I HIRE?

BOTH ARE HIGHLY EXPERIENCED, BUT ONE HAS A TERRIBLE PERSONALITY.

SOUNDS LIKE A PERFECT FIT.

I TOLD HIM TO EXPECT AN OFFER.

4

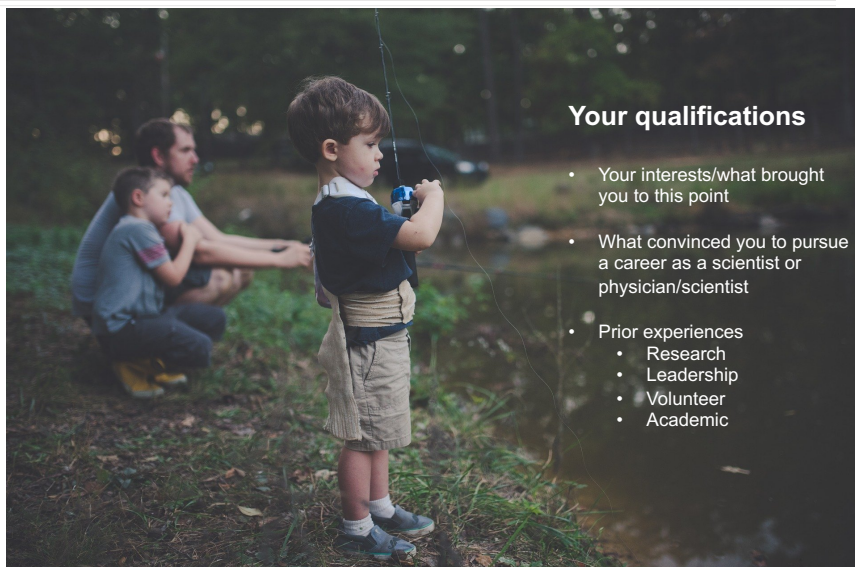
Goal of the personal statement

- Give committee members a sense of who you are
- Opportunity for you to explain
 - Your background/experience
 - Why you are a good fit for the program
 - Long-term career goals

Convince the committee that you need the training and are a good fit for the program!

5

What to discuss in a Personal Statement



Your qualifications

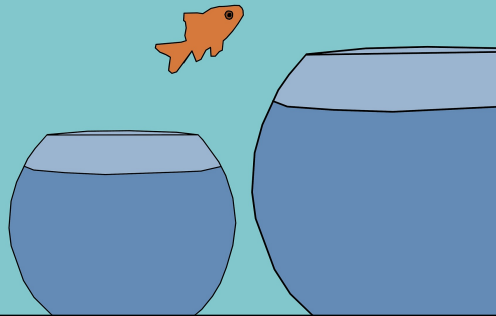
- Your interests/what brought you to this point
- What convinced you to pursue a career as a scientist or physician/scientist
- Prior experiences
 - Research
 - Leadership
 - Volunteer
 - Academic

6

What to discuss in a Personal Statement

Career goals

Shows you've thought about the importance of the training you are seeking and how it will help you meet your goals

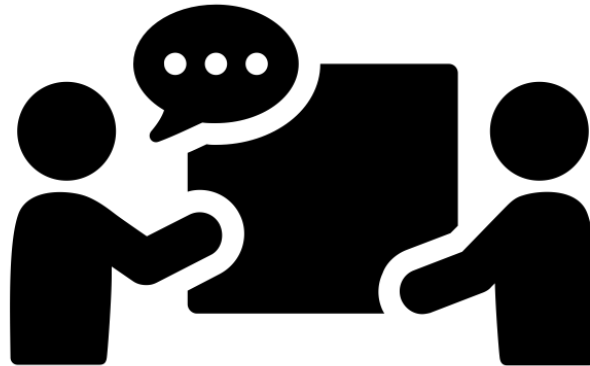


7

What to discuss in a Personal Statement

Mentors

Shows you have the ability to learn



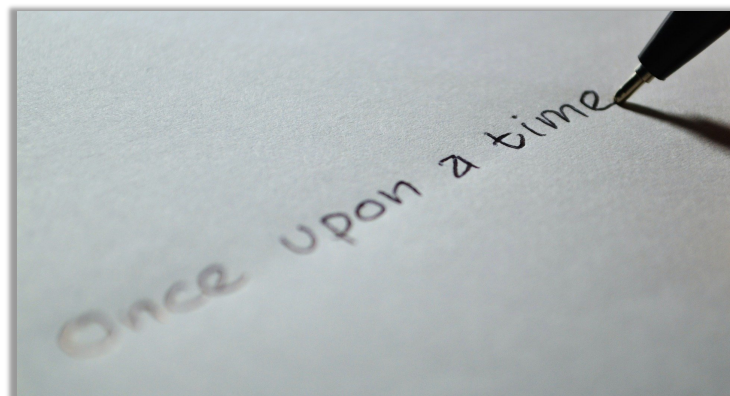
8

What to include in a Personal Statement



9

Telling a story makes you memorable



10

How to tell your story

5 paragraph model

- Opening paragraph
- Two-three paragraphs with substance
- Closing paragraph

11

How to tell your story

5 paragraph model

- Opening paragraph
 - Start with long-term goal and then describe how you become interested in this area
 - Start with a story that describes your journey and how that led to realizing your long-term goal

12

How to tell your story

5 paragraph model

- **Opening paragraph**
 - Start with long-term goal and then describe how you become interested in this area
 - Start with a story that describes your journey and how that led to realizing your long-term goal
- **Two-three paragraphs with substance**
 - Describe relevant research, academic, or other leadership experiences that illustrate your experiences, qualifications, and positive traits
 - Mention mentors and what you've learned from them

13

How to tell your story

5 paragraph model

- **Opening paragraph**
 - Start with long-term goal and then describe how you become interested in this area
 - Start with a story that describes your journey and how that led to realizing your long-term goal
- **Two-three paragraphs with substance**
 - Describe relevant research, academic, or other leadership experiences that illustrate your experiences, qualifications, and positive traits
 - Mention mentors and what you've learned from them
- **Closing paragraph**
 - Summary of how your experience has brought you to this point
 - Why you are a good fit for the program (what you can bring)
 - How the program will help you realize your long-term goal

14

How to tell your story

Pay attention to paragraph structure

- Topic sentence:
 - start out by making it clear what this paragraph will be about
 - should clearly link back to subject of previous paragraph
- Supporting information:
 - should follow logically from the topic sentence
 - should lead to a conclusion
- Concluding sentence:
 - summary of, or conclusions that can be drawn from, rest of paragraph

15

How to tell your story

Pay attention to the **topic** and **stress** positions of a sentence

The **topic** position: the beginning of the sentence

- Place old information here to provide perspective and context
- Helps the reader construct a logical flow of the argument
- Avoids misinterpretation/having to hunt for the real point of emphasis

Angiogenesis is the formation of new blood vessels from pre-existing vasculature and plays an important role in health and disease. Endothelial cell dynamics controlled by membrane trafficking is central to the process of angiogenesis.

Angiogenesis is the formation of new blood vessels from pre-existing vasculature, and plays an important role in health and disease. This process is dependent on dynamic changes in endothelial cells, which are in turn controlled by membrane trafficking.

16

How to tell your story

Pay attention to the **topic** and **stress** positions of a sentence

The **stress** position: the end of sentence

- the reader naturally emphasizes material that come at the end of a sentence
- Avoids the reader hanging for the real point of emphasis/misinterpretation of the information

While barriers such as transportation, finances, language, and dentists' availability can contribute to the access challenges traditionally underserved patients must overcome, **these are not the only barriers faced by these populations.**

From Gopen & Swan: The Science of Scientific Writing *American Scientist* 78, 550-558. 1990.

17

How to tell your story

The **topic** *versus* the **stress** position

- the reader expects the story to be about the “one who showed up first”
- either of the following sentences can be used, depending on the broader context

Health literacy is critical to overall health.

[if topic of paragraph is health literacy]

Overall health is dependent on health literacy.

[if topic of paragraph is overall health]

18

Be clear

- Be specific, avoid vague language
- Use active statements and first person (I, my)
- Be concise
- If no limits, try to keep to 1 page



Adapted from: Kris Greiner, UI Design Center
<https://designcenter.uiowa.edu/editing-services/cv-tips-residents/tips-writing-fellowship-application-personal-statement>

19

Formatting matters



- Keep text single space
- Use common font size (e.g., Arial 11)
- Add a space (even 6pt) between paragraphs (instead of indenting) looks neater and adds essential whitespace to the page

Adapted from: Kris Greiner, UI Design Center
<https://designcenter.uiowa.edu/editing-services/cv-tips-residents/tips-writing-fellowship-application-personal-statement>

20

Other considerations

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21

Formatting matters



- Keep text single space
- Use common font size (e.g., Arial 11)
- Add a space (even 6pt) between paragraphs (instead of indenting) looks neater and adds essential whitespace to the page
- Pay attention to file names (Smith_JS_Personal Statement)

Adapted from: Kris Greiner, UI Design Center
<https://designcenter.uiowa.edu/editing-services/cv-tips-https://designcenter.uiowa.edu/editing-services/cv-tips-residents/tips-writting-fellowship-application-personal-statement>

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What to include in a CV

Put information where readers are expecting to find it

Put most relevant information at the top (in chronological order)

- Education
- Research experience
- Teaching
- Publications
- Presentations
- Honors awards
- Volunteer activities/community service
- Memberships (professional societies)

23

What to include in a CV

Format neatly so information is easy to read

B. Positions and Honors

Positions and Employment

Fellow, Division of Intramural Research, National Institute of Drug Abuse, Bethesda, MD, 1998-2000
Lecturer, Department of Psychology, Middlebury College, Middlebury, VT, 2000-2002
Consultant, Coastal Psychological Services, San Francisco, CA, 2001-
Assistant Professor, Department of Psychology, Washington University, St. Louis, MO, 2002-2005
Associate Professor, Department of Psychology, Washington University, St. Louis, MO, 2007-

Other Experience and Professional Memberships

Member, American Psychological Association, 1995-
Member, Gerontological Society of America, 1998-
Member, American Geriatrics Society, 1998-
Associate Editor, Psychology and Aging, 2000-
Board of Advisors, Senior Services of Eastern Missouri, 2003-
NIH Peer Review Committee: Psychobiology of Aging, ad hoc reviewer, 2003-05
NIH Risk, Adult Addictions Study Section, members, 2007-11

Honors

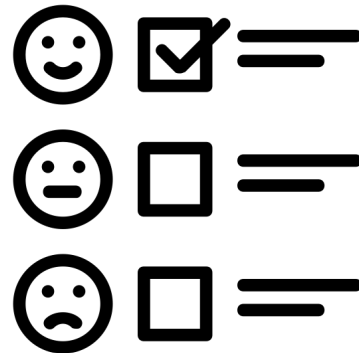
Outstanding Young Faculty Award, Washington University, St. Louis, MO, 2003
Excellence in Teaching, Washington University, St. Louis, MO, 2004
Award for Best in Interdisciplinary Ethnography, International Ethnographic Society, 2009

24

Plan ahead and start early

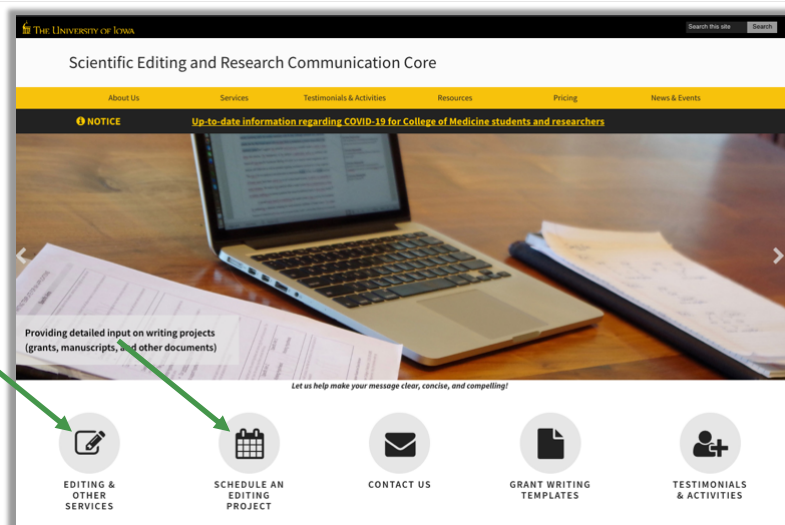
Allows you to receive and incorporate constructive feedback from:

- Mentors
- Colleagues
- Friends



25

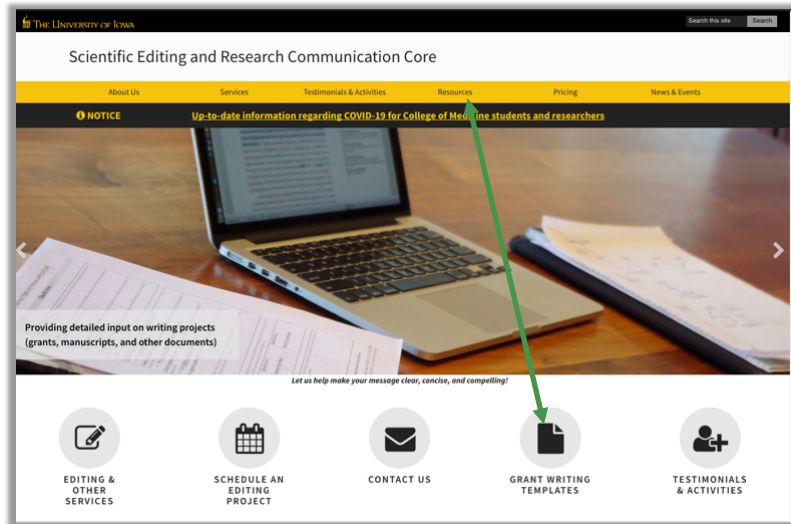
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<https://medicine.uiowa.edu/sercc/>

26

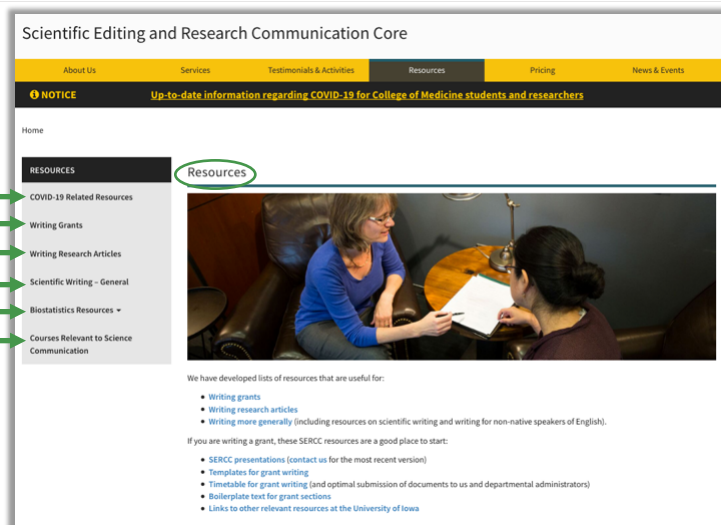
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<https://medicine.uiowa.edu/sercc/>

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Resources in Various Areas...



<https://medicine.uiowa.edu/sercc/>

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Questions?
