



HARVARD
SCIENCE
REVIEW

Writer's Guide

Fall 2021

INTRODUCTION

Welcome to the Harvard Science Review, the longest running undergraduate science publication on campus! Since its inception, the Harvard Science Review has sought to bring cutting-edge research, central debates, and controversial, new implications of scientific ideas to a wide community of scientists and non-scientists alike.

HSR's No Comp Policy

The Harvard Science Review does not institute a "comp." If you write a compelling article based on an approved topic outline, we will gladly publish it.

CONTACT INFORMATION

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2021-2022 TIMELINE & REQUIREMENTS

Friday, September 24, 2021 – Article proposal deadline. Submit using the “HSR Fall 2021 Proposal Form” Google document by 11:59 PM EST.

Friday, October 1, 2021 – Decisions on proposals announced. Associate Editors will contact you to discuss the writing process soon after.

Wednesday, November 3, 2021 – Rough draft deadline. Submit to Associate Editors by 11:59 PM EST. Associate Editors will meet with you to discuss edits.

- At this point, you should also have chosen the graphics that you would like to include with your article. If you would like to design your own graphics, a member of the design team will be able to help you with that.
- Include in-text citations with a numbered reference list at the end. **Follow the HSR Style Guide, which you can find on our website at this link:**
<https://harvardsciencereview.org/guidelines/>

Wednesday, December 8, 2021 – Final draft deadline. Submit to Associate Editors by 11:59 PM EST.

- Your final draft should include a title, finalized text, graphics with captions and citations (if necessary), subheadings, a complete list of references in the proper format, and a one line biography about yourself (name, concentration, house/dorm).
- In your email, you will also include figures or images you wish the design team to place with your article. Save these files as “Figure 1,” “Figure 2,” etc. and include short captions at the end of your final draft that correspond to each figure. At the end of each caption note the source of your image. You cannot use copyright images, so please use images from Wikimedia Commons or a government website (to limit results in Google images, type: keyword site:.gov). If you are ambitious, you can create your own figures.

We are all excited by the prospect of working with you on our upcoming issue and hope that you will decide to contribute to HSR. Feel free to email harvard.sci.review@gmail.com with any questions you may have.

WRITING OPPORTUNITIES

Each issue includes 4 article types. Check out past issues at www.harvardsciencereview.org!

Feature Articles

This section is the heart of each issue, drawing a majority of the selected submissions. Articles are 3-4 pages, single-spaced. While topics should be covered in scientific depth, the presentation (i.e. language and tone) must remain accessible to a general audience. Articles tend to be divided into 1-2 introductory paragraphs, followed by 3-5 sections focusing on different aspects of the topic. The first section often gives background, and the last gives an outlook on the future of the topic.

General Articles

These articles present groundbreaking research in any field on any subject of interest to the writer. General articles are of the same length and style as feature articles. Note that General Articles are not historical accounts and should be about recent scientific advances.

Commentary

Commentaries are one to two pages and take a clear, definite stance on a current issue in science. Commentaries are not rants; issues and opinions are presented fully and fairly.

News Briefs

News Briefs are short (~1 page) and report a recent and significant scientific finding. Briefs involving Harvard researchers are preferred.

HELPFUL LINKS FOR GETTING STARTED

International Science Journals

Science News: www.news.sciencemag.org

Nature News: www.nature.com/news/index

Harvard Department Websites

Biology: www.mcb.harvard.edu, www.oeb.harvard.edu,
www.heb.harvard.edu, www.neuro.med.harvard.edu

Chemistry: www.chem.harvard.edu

Physics: www.physics.harvard.edu

Psychology: www.harvard.edu/psych

SEAS: www.seas.harvard.edu

Harvard Science Portal: www.harvardscience.harvard.edu

IQSS: www.iq.harvard.edu/news

Harvard Stem Cell Institute: www.hsci.harvard.edu

The Harvard Gazette: www.hno.harvard.edu/gazette

News Magazines

Scientific American: www.scientificamerican.com

Scientific American Mind: www.sciammind.com

Popular Science: www.popsci.com

American Scientist: www.americanscientist.org

The New York Times Science: www.nytimes.com/pages/science/index

PROPOSALS

We ask all prospective writers to fill out a simple article proposal form. The purpose of this form is to prompt writers to thoroughly think through potential topic ideas. Here is a link to this semester's proposal form: <https://forms.gle/JTveDrtTQ9zXAL4A9>

Proposal Questions

- What topic would you like to write about?
- What type of article would you like to write about this topic?
- Basic outline of your article (see "Sample Outline," page 10)
- List 3 preliminary sources you could use to begin your research on this topic.
- What other topics are you interested in writing about?

Sample Outline

Topic: The Modern Anti-Vaccination Movement

- I. Introduction
- II. Overview of vaccines
 - A. Mechanism
 - i. Antibodies
 - ii. Herd immunity
 - B. Brief history of vaccines
 - C. Side effects
- III. The anti-vaccination movement
 - A. Lancet study
 - B. Falling vaccination rates
 - C. Spread of anti-vaccination views
 - i. Celebrity activists
 - ii. Scare tactics
 - D. VacTruth.com (sample anti-vaccination website)
- IV. The pro-vaccination response
 - A. By physicians
 - B. Public criticism
- V. Conclusion

HOW TO CONDUCT FACULTY INTERVIEWS

1. Always send a polite email first reaching out to your faculty member. Introduce yourself as a member of the Harvard Science Review and feel free to link them to our website, so they get a sense of what our journal provides to the community. Explain what you are writing about and why you want to interview them, being as specific as possible.

If the professor doesn't respond to your email immediately, don't be discouraged! We all know how busy professors can get, particularly those with higher rank. If they don't respond to initial emails, try calling them (www.directory.harvard.edu) or go to their office hours (usually listed on their website). More often than not, professors will be very eager to share some time to discuss their research since they love what they do.

2. Set up a time and place for the interview, and let your Associate Editor know when it's happening.
3. Confirm and remind your interviewee the day before the interview with the time and place. It's easy to forget when they have such busy schedules!
4. Arrive to the interview at least 5 minutes early. It's imperative that you be respectful to the faculty member, which also means doing your research beforehand! Know what their research focuses on.
5. Dress in business casual. Bring a tape recorder (or record on your iPhone), but ALWAYS ask before recording. It's a good idea to take notes in any case.
6. Use your prepared questions as a guide for the interview, but let the discussion flow naturally. If something interesting and new pops up, feel free to probe more into it. Don't feel constrained by your prepared questions; you may end up with an even more exciting article than you anticipated!
7. At the end of the interview, ask your faculty member if you can ask additional questions by email, as they may arise when you're writing your draft.
8. After your interview, send a follow-up thank you email by the end of the day.

WRITING TIPS

1. Start writing the article as soon as your proposal is approved. Don't wait until the last minute! You will meet with your AE after the first draft is due, and they will send you reminder emails to check in with you.
2. Make sure your introduction is catchy but not gimmicky. Exclamation points and questions aren't always the best approach, but think about what would make you want to read more.
3. Within the first few paragraphs, your readers should have a sense of what your topic is, why it's important, and why they should keep reading.
4. Have a clear structure with good transitions between sections and paragraphs.
5. For longer articles like Features, use subheadings to divide the article into sections.
6. Think of a clever title.
7. Be clear and concise.
8. Never misquote a faculty member whom you've interviewed. If you're even slightly concerned about misinterpreting them, confirm via email or phone call.
9. Use a variety of sources.
10. Paraphrase rather than overpopulate your article with direct quotes. An exception is if your interview with a faculty member provided excellent lines or an interesting analogy that you cannot take credit for.
11. Cite all your sources properly, following the HSR Style Guide.
12. Keep your tone neutral and include as many sides of an issue as you can or that seem appropriate.