



ISN Scientific Writing Course (SWC) 2019

Call for bids

The International Society of Nephrology (ISN) seeks bids from interested organizations to host the next Scientific Writing Course (SWC) in Q4 2019.

This is a 3-day course given by experts in the field of scientific writing to help physicians and researchers from a range of backgrounds and specialization in nephrology to improve their scientific writing skills, so they achieve the skills needed to publish their research work.

Hosting the SWC course is a splendid opportunity for a center to get a unique opportunity to participate in the ISN's activities of promoting clinical research.

The selected delegates from the region will receive hands - on and one to one mentoring from faculty on writing skills for their respective research work. The process of translating research projects into publications will receive a sustained ongoing guidance from faculty after the course.

The ISN SWC is held once a year in an ISN region. The geographic location of the ISN SWC is based on availability of suitable locations. In the event that multiple suitable sites are available, the ISN Clinical Research Committee will make the final decision as to the chosen site.

Find out below more details about the course and the logistics involved.

Do carefully read section 3 which contains all the details and requirements for bidding.

Apply [HERE](#) by 1st March 2019.

1. Scientific Writing Course (SWC) Overview

Purpose

Achieving and maintaining high standards in science writing is crucial to advancing research as much as sharing, testing and comparing new ideas and discoveries. This course is designed to incorporate:

- skills in conducting clinical research in nephrology - and getting the results published
- the art and science of manuscript writing and responding to reviewers
- facts on Reference Manager and data management software
- preparation of grant applications

Context and background

The ISN Clinical Research Program helps to advance the start-up of research in low and middle income countries through several initiatives and programs for which it provides grants. Since 2013, the ISN has been sending some of the individuals leading these projects to an annual Scientific Writing Academy (SWA) run at the Mario Negri Institute in Italy. This Academy provides them with intensive tutored support to enhance their writing skills in nephrology. Until 2016 the course was co-supported by the Fondazione della Comunità Bergamesca and Fluorseals SPA.

From 2017 onwards, ISN started to organize its own Scientific Writing Course (SWC). The first course took place in Bangalore (India) and was jointly funded by the ISN-ANIO Committee. ISN is willing to also offer this opportunity to other regions of the world and hence seeks bidding from local/regional organizations.

Teaching method and content

During this course, talented investigators who are in the process of writing a manuscript are guided step-by-step to proficiently review and complete their manuscripts based on world-class methods.

The course consists of a series of didactic lectures, group activity, demonstrations and interactive discussions. It includes a process of critical analysis, constructive feedback and sharing of experiences in the field of research.

The participants should ideally come away with:

- The necessary knowledge base to succeed in publishing scientific papers in top international journals or to prepare a grant application
- An in-depth understanding of scientific peer-review publishing
- How to best present their work in general
- Inspiration and motivation to write but also to do more basic research and launch projects in their own countries
- A better basis for undertaking and/or setting up international collaborative efforts
- Ability to write cover letters, write reviews and evaluate the work of others
- Ability to plan and outline papers in an organized, systematic way, and to incorporate their colleagues' suggestions and observations.

Teachers/ Faculty

English-based tutorials will be delivered by a group of international and local expert scientists. Current faculty members are Marcello Tonelli (Canada), Neesh Pannu (USA), Arpana Iyengar (India) and Giovanni Strippoli (Italy). These teach the SWC and help to mentor the delegates.

Participants:

Fifteen to twenty participants will be accepted for each ISN SWC. Seats are therefore limited.

Eligibility criteria

The course is open to ISN members who:

- speak and write English fluently, are young scientists (age <40y) and work predominantly in clinical research (i.e. health research requiring approval from a human ethics board) and basic research in a low and/or middle income country (as per World Bank status)
- are able to initiate research and conduct research
- have at least one manuscript published in a peer reviewed journal, or who have other indicators of high potential in clinical research
- are demonstrably motivated to improve their scientific writing skills

Application Process

Interested applicants will need to submit an online application form via an online form. An application deadline will be set 4 months prior to the ISN SWC.

The applications from candidate participants will be reviewed and scored by the Clinical Research Committee with representatives from the local (host) organization.

No different process is to be set for a national or international applicant.

Priority will be given to those who are from the country and the ISN region where the ISN SWC is organized; normally all applicants will be from the region. The ISN Clinical Research Committee will make final decisions on eligibility as required.

Note that application to attend is competitive and prior clinical research experience is mandatory. Learners with an active research project that can be used as the basis for participation in the SWC are more likely to be accepted.

2. Practical Details about the SWC

Logistics

The ISN contributes to the logistics and coordination of the event by collecting and reviewing the applications from candidate participants.

The local organizer is responsible for local organizational and logistical aspects in terms of arranging course rooms, accommodation, local transport and meals.

Note the following important points to be taken into consideration:

- Venue should have enough seating arrangements and adequate audio-visual facility
- Wi-Fi provision during the course
- Certificates from the ISN and mementos, printed at the host center and to be presented to delegates and faculty on the last day of the course
- A group photograph to be taken with the faculty, and other individual and small group pictures to be taken during the SWC
- Instructions to candidates to bring their own laptops and pre-course reading material
- Course materials (including set of basic educational material if appropriate) to be provided at time of registration by the SWC Course Director
- Strict attendance to be taken for every session
- Arrangement for visits to departments/labs/research centers in the host institute as part of the course
- Organization of one evening dinner for the whole group

Contents/Program

The local organizer is responsible to define the dates and location of the course and – with the support from the faculty members - set the agenda of the course and devise the objectives of the program.

With assistance from ISN staff, the host center must organize pre-course assignments for delegates.

Promotion and dissemination

ISN will disseminate about the course across its network of members and affiliated societies. The local organizer is responsible to promote the course and encourage the most talented candidates from the region to apply to participate in the course. The candidate (<40y of age) should have:

1. A basic training in research methodologies
2. At least 2 original article publications in an indexed journal and
3. An active manuscript under preparation in hand.

Post-course

- A detailed report about the major outcomes, challenges and lessons learnt from the course (including pictures) must be submitted by the local organizer to the ISN.
- The ISN will organize the reimbursement of the travel of participants upon submission of their expense report form
- The host center must capture post-course feedback from the delegates

Budget and financial arrangements

Together with its application, the host center must submit a detailed budget proposal covering the travel and accommodation of faculty and delegates during the course, venue (including audiovisual) arrangements, food and beverages including breakfast, lunch and one evening dinner, local transport, course materials and venue charges. The budget could include support from ISN and other local sources if necessary. The total cost of the course should not exceed 35,000 USD

The host center is responsible for local/regional fundraising to cover at least 50% of the total cost of the course. Potential centers that are able to provide cash or in-kind contributions to the course will be more highly ranked. Examples of in-kind contributions include: free or subsidized housing for delegates and/or faculty; meals for delegates and/or faculty; meeting space, etc.).

Note that attendance, accommodation and meals are covered by the budget – as well as economy airfare and airport transfers for a maximum of \$500 USD based on the geographic location of the delegates. International faculty members are allowed to spend up to 2,500 USD for the airfare.

Delegates should make their own travel arrangement and are reimbursed after the course. This is coordinated by the ISN.

3. Bidding process

Minimum requirements

The host center should satisfy the following minimum requirements:

- The host center should be active in the field of clinical nephrology research and/or be a recognized academic center. Ideally one or more participants from the host center will apply to be considered as participants in the SWC.
- The host center (in a low- and middle-income country) must be located in a major center with good air connections within the host region (so that delegates from other countries can easily access the course)
- At least one faculty member at the host center must be an ISN member
- The host center must provide a venue for 15-20 delegates with good audiovisual facility and strong internet connectivity.

Deadline

Bid proposals should be received by the ISN Headquarters by 1st March 2019. The ISN Clinical Research Program will review the proposals and make a final decision based on the following selection criteria:

- Relevance of course as per local needs
- Relevance of budget proposal and level of external financial contributions
- Relevance of promotional strategies and audience recruitment
- Logistics and organization – solidity of project plan

- Ease of access for attendees
- Political stability of the area

Application documents

Please apply by filling in the online form available [here](#). Do provide detailed information about the items listed below:

- A brief description of the status of nephrology – and in particular research – in the host country/ region
- Name of a proposed city and venue with available dates - preferably in Q4 of the year
- Name and description of the specific venue proposed including: location, contact details, AV details, facilities for meals and overall cost
- A brief description of the proposed host city (size, population, details of access for international travelers, and other background information of interest)
- Description of accommodation possibilities (including cost) – distances between hotels and venue and information with regard to local transport
- An overview of the risks related to the course. Under what circumstance would the meeting not proceed?
- An overview of the promotion and dissemination strategies to ensure the participation of the most talented candidates
- An overview of local and/or regional partners or sponsors
- Budget in US dollars – please submit a proposal covering the travel and accommodation of faculty and delegates during the course, venue (including audiovisual) arrangements, food and beverages including breakfast, lunch and one evening dinner, local transport, course materials and venue charges. The budget could include support from ISN and other local sources if necessary. Below is an example or a template of a valid budget proposal:

Item	Cost details	Total cost in USD	Amount covered by ISN	Amount covered by local/regional partner	Comments
Travel international faculty (4 people)					
Accommodation international faculty					
Travel local/national delegates					
Travel delegates from surrounding countries					
Accommodation delegates					
Food (breakfast/ lunches)					
Dinner (1 evening)					
Overhead expenses					
Course materials and certificates					
Venue charges					
Any other item?					
TOTAL					

4. Assistance

Should you require any assistance or additional information, please contact:

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