

# Meeting Planner

**What was covered last meeting:**

**What to cover this meeting:**

**Points to consider, and tasks to do, arising from this meeting:**

PHD Voice



## BIG NEWS!!

We wrote a book on how to write an academic paper “How To Write An Academic Paper 101”  
(<https://phdvoice.org/product/writing-an-academic-paper-101/>)!

It covers all the basics to writing a good academic paper including:

- Writing the abstract, introduction, method, results, discussion, conclusion, references, and title
- How to plan your paper from the very start
- Picking the right journal
- How to best respond to reviewer comments
- How to work with co-authors
- How to write your paper to maximize the citations you’ll get
- And More!

Most find writing academic papers hard, but it doesn’t have to be.  
In fact, they’re actually very easy once you know how to do it.

Give it to your PhD students to help them write their papers!

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