Publishing in Academic Journals

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Taylor & Francis Group
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“Open access gives other scholars and students at all educational levels immediate access to your work. It is a form of publication that is totally inclusive ... I like the idea that there might be people in sub-Saharan Africa reading my work, in addition to well-known scholars in the ivory towers of the world’s elite universities. Open access is such a democratising form of publication that, whenever institutional resources allow, I like to pursue it.”

Costas Karageorghis, ‘Music in the exercise domain: a review and synthesis (Part I)’

www.tandfonline.com/openaccess
Open Access

1. Making content **freely available** online to read. Meaning your article can be read by anyone, anywhere.

2. Making content **reusable** by third parties with little or no restrictions.
Journal Publishing Models

Journals that publish all content Open Access.
Funded by:
- APC (article publishing charge)
- Sponsorship
- Institutional agreement

Gold Open Access

Subscription-funded journals that offer the option of choosing Open Access.

Open Access cost is funded by:
- APC

Under an existing agreement with your institution
How to Read a Licence

- **CC**: Creative Commons licence
- **BY**: Others must acknowledge you when they re-use your work
- **NC**: Others can only re-use your work non-commercially
- **ND**: Others cannot amend your work
- **SA**: The work must be shared under the same licence as the original
Challenges

Predatory journals pose a serious threat both to researchers publishing the results of their work and to the peer-reviewed medical literature itself. These publications differ from legitimate open-access journals in that predatory journals subvert the peer-review publication system for the sole purpose of financial gain with little evident concern for ethical behavior.

AMWA, EMWA & ISMPP joint statement on predatory publishing
Making informed choices

- Think
- Check
- Submit

www.thinkchecksubmit.org

www.doaj.org

www.oaspa.org
Choosing a journal

- Your current project
- Your intended audience

Remember, you are joining a conversation
Choosing a journal-key considerations

- Age
- History
- Affiliation
- Scope
- Audience
- Impact
- Editorial board
- Peer review
- Rejection rate

Photo: Eugenio Mazzone at Unsplash
Preparing your manuscript
“...I think authors need to think ‘what is it like to be an editor of a journal? How many papers is the Editor receiving per day, per week? What is going to actually make the journal pay attention to my paper?’”

Monica Taylor, former editor of the Journal of Moral Education
Preparing your manuscript: some basic tips

• Write first, edit later
• Keep it simple, complicated ideas expressed plainly
  • 2.5 line rule
  • Avoid passive sentence construction
• Paragraphs
• The paper structure (IMRaD)
  • Introduction
    • Question/problem
    • Thesis/hypothesis/argument
    • Roadmap
  • Methods/theory
  • Results
  • Discussion
  • Conclusion

• You are telling a story—make sure it is consistent and easy to follow
What makes a good title

"We would typically expect a strong title, a good title that really expressed what the article was about and made it clear to the reader exactly what the topic was, and it's amazing how often writers neglect to do that."

Professor Mark Brundrett, Editor of Education 3-13
What makes a good title?

• Simple advice: keep it short and to the point.
• Avoid redundant or cliché word/phrases.
• Highlight your findings, not your process.
• Make sure it stands out-creatively or in terms of clarity.
• Make sure to include specific keywords that capture the subject of your article.
"A good abstract will tell you what the key issue that's addressed is, it'll give you an idea of the methods that have been used and the conclusions that have been arrived at. So that abstract ought to tell someone whether it's worth them spending part of their life reading this paper. If the abstract doesn't do that the chances are the paper will have further weaknesses".

Professor David Gillborn,
Editor of Race Ethnicity and Education
Writing an abstract

• Write the paper first—it is a review, or map of the entire paper
• Check the IFAs for the journal you are submitting to—there will likely be requirements.
• Who is your intended audience—frame it for them
• About those words....keywords/phrases, naturally
• ‘This paper’...focus on the essential information. Word counts!
• Revise everytime you revise the paper.
• Language-difficult to read?
Keywords

• What words or phrases (2-4 words) would you use to find your article?
• Choose some synonyms –words that are not already included in the title
• Be specific-if the word is too simple or broad the search will produce too many documents. i.e. ‘homelessness’ vs. ‘Swedish homelessness policy’
• Are the methods or technique relevant-include.
• Test your key words before submitting
• TOOL: Google AdWords
Publication ethics - issues that can arise

- Authorship
- Competing interests
- Duplicate submission/publication
- Data or image fabrication/falsification
- Plagiarism/ text recycling
- Peer review manipulation
- Breaches of copyright

www.publicationethics.org
Authorship

• What are the issues?
  • Ghost, Guest and authorship for sale

• Who qualifies?
  • Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
  • Drafting the work or revising it critically for important intellectual content; AND
  • Final approval of the version to be published; AND
  • Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

Any listed author is a representative of the published paper and should have in-depth knowledge about all aspects of the study as published (i.e. rationale, methodology, analysis and interpretation)
Duplicate submission

• One journal at the same time
• Authors make declaration upon submission that content is original and has not been submitted elsewhere
• Multiple pre-submission queries are okay
• When is it ok?
  ➢ Article was published in another language (at Editors discretion. Must be made clear which version is a translation)
  ➢ Data presented at conferences (posters, short abstracts)
  ➢ Posted in a repository/pre-print server
Originality

Plagiarism
• The appropriation of another person’s/groups ideas, processes, results, or words without giving appropriate credit

• Includes content from books and websites (blogs)

Text recycling/self-plagiarism
• The excessive repeated use of own work (text, figures, data, ideas, etc)

• Leads to redundant publication

• Distorts the scientific record
Before you submit

- Look at published papers Review the Aims & Scope
- Check the bibliography
- Explain acronyms & unusual terminology
- Follow the Instructions for Authors
- Format your article to the journal
- Review the submission process
- Consider English ‘polishing’
Submission systems

File Upload
This journal operates double anonymous peer review. You will need to provide two copies of your manuscript. One copy should be the full manuscript with author details. The other copy should be an anonymised version of your manuscript that will be sent to reviewers during peer review. More information about peer review and anonymisation can be found here.

Upload requirements

Drag your research article and any supporting files here

or

Choose files

* You must upload a manuscript file
Submitting a manuscript to a journal

Before you start, make sure that you have the following:
• All the manuscript files, figures, tables and any other data files which may make up your submission
• Permission to use images and data
• Email addresses for all your co-authors and their names (check spelling!) as they would want them to appear in the final citation of a published paper
• Agreement with co-authors on publishing choices and responsibilities
• The correct, anonymized version of your paper
Types of peer review

**Single-blind/**
**Single-anonymous**
- Reviewers know the identity of the authors
- Authors do not know the identity of the reviewers
- Most common model of peer review in STM

**Double-blind/**
**Double-anonymous**
- Reviewers do not know the identity of the authors
- Authors do not know the identity of the reviewers
- Most common in HSS

**Open peer review**
- Reviewers know the identity of the authors
- Authors know the identity of the reviewers
- Reviewer reports may be published with reviewer names if article accepted
Who is involved?

**Editor**
- Assesses the article
- Usually selects suitable reviewers
- Makes decision on publication

**Reviewers**
- Assesses the detail
- Give advice and expertise to the Editor

**Journal staff**
- Check format and journal requirements
- Manage communications
- Production processes once article accepted
- Maintain journal systems and websites
The peer review process

Admin Checks & EIC Assignment

EIC/AE invites reviewers

Reviewers Score & suggest Decision

EIC Review and Decision feedback to Author

Revision and amendments

Reject

Revise & resubmit: major

Revise & resubmit: minor

Accept*

Desk Reject
Cascading & transferring peer review

1. **Admin Checks & EIC Assignment**
2. **EIC/AE invites reviewers**
3. **Reviewers Score & suggest Decision**
   - **Accept**
   - **Reject**
      - **Reject**
      - **Recommend transfer to different journal**
4. **EIC Review and Decision feedback to Author**
5. **Revision and amendments**
6. **Desk Reject**
   - **Recommend transfer to different journal**
Responding to reviewers comments

1. Don’t become disheartened.
2. Carefully read the decision letter.
3. Consult your co-authors.
4. Break down the comments by category-create a list.
5. Make all of the suggested amendments if appropriate.
Make it easy for the editor

7. Address every comment
   • Where you amended (page number, new material)
   • Why you didn’t amend (be specific and again, respectful)

8. Review the response twice to make sure it is clear and devoid of any frustration

8. Be professional and respectful of the reviewers and editor

10. Remember: the reviewers are trying to help you publish your best work
So, your paper was rejected...

- Thank the editor and reviewers for considering your paper
- Move on to the next journal on your list
- Remember to treat it as an entirely new submission
- Follow the rules of the journal
- Make sure to apply the relevant suggestions you received from the previous peer review process
Top ten reasons for rejection

1. Sent to the wrong journal, doesn’t fit the aims and scope, or fails to engage with issues addressed by the journal.

2. Not a true journal article (i.e. too journalistic or clearly a thesis chapter or consultancy report).

3. Too long/too short.

4. Poor regard of the journal’s conventions, or for academic writing generally.

5. Poor style, grammar, punctuation or English.

6. No contribution to the subject.

7. Not properly contextualised.

8. Poor theoretical framework.

9. Scrappily presented and sloppily proof read.

10. Libellous, unethical, rude or lacks objectivity.
What to do when your article is accepted?

• Link this to your final article, using its digital object identifier (DOI)

• Keep in contact with the journal’s Production Editor

• They oversee the production of your article from manuscript to publication and will send you a proof of your article to review before the final article is published online

• Don’t be afraid to ask questions if you’re unsure about anything
Simple but effective promotion tools

Some quick tips to maximise the potential of your article to be seen, read, and cited.

• Use your **email signature** to tell people about your new article.
• Add a brief summary and link to your article on your **department website**. Then add it to your students’ reading lists if appropriate.
• **Post updates** and link to your article on academic and professional networking sites and discussion lists.
• If you are a blogger or have a personal webpage **write about your article and link to it**.
Guidance, news and ideas for authors

author-services.taylorandfrancis.com
How Researchers Changed the World: learning programs

12 WEEK LEARNING PROGRAM

WWW.HOWRESEARCHERS.COM

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Thank you!
Questions?

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