Research Manuscripts: Journal Selection and Publication

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Abstract

The importance of academic publication is increasing day by day. As per the UGC norms for the recruitment of Associate and assistant professor, it is mandatory to publish 7 and 10 research papers (respectively) are required to be published in UGC (CARE), or peer reviewed journals. It also stated that publishing in CARE listed journals or Indexed in Scopus or Web of Science journals are beneficial. Publishing manuscripts in Scopus or WoS indexed journals will increase the value the work as a researcher. There are certain things in which an author should keep in mind before publishing their manuscript. The credibility as an author of a research manuscript is about finding right choice of the journal in which the manuscript is being publishing.

Introduction

There are plenty of journals which publish manuscripts, but the autor needs to work on to find the right choice of journals. There are academic or scholarly journals, trade journals, current affairs or opinion magazines and news papers.

Features	Academic/Scholarly Journals	Trade Journals	Current Affairs/ Opinion Magazines	Popular Magazines	Newspapers
Purpose	To inform, report, and make available original research and new findings.	To report on industry trends, new products or techniques to people in a specific	To offer in-depth reporting and feature manuscripts without scholarly conventions.	To entertain and inform without providing in-depth analysis.	To disseminate news on a daily or weekly basis.

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		trade, business or profession.			
Subject	Often devoted to a single discipline or subdiscipline.	Cover practical information related to a field or industry.	Cover a wide range of topics of interest to the readership. Be aware of the predominant philosophical/political stance of the editorial board.	Often focused on a particular subject or hobby but may also cover a variety of topics.	Encompass current events in politics, sport, leisure, religion and business.
Peer Review Process	Manuscripts often reviewed by an author's peers before publication.	No peer review process.	No peer review process.	No peer review process, may be reviewed by an editor or editorial board.	No peer review process.
Access	Mainly held in libraries or on subscription-based databases - few are freely available on the WWW.	Mainly held in libraries or on subscription-based databases. Commonly available as part of professional / trade association membership.	Many titles available from major newsagents, public libraries and some university libraries.	Available in supermarkets and newsagents.	Available in newsagents.
Examples	*American Economic Review* *Australian Journal of Psychology*	*Advertising Age* *Nursing Times* *Drug Topics*	*Bulletin (Sydney)* *Current Affairs Bulletin* *Scientific American* *Time (Sydney)*	*Readers Digest* *National Geographic* *New Idea* *Sports Illustrated*	*Australian Financial Review* *Morning Bulletin* *Courier Mail*

Source: Camden-Carroll Library - Access Services, n.d., Distinction among types of periodicals, viewed 18 January 2006

What are the types of manuscripts accepted by academic/scholarly journals?

There are three types of manuscripts according to Borja (2014)

1. Full article or original article: It is the substantial completed pieces of research.

2. Letter/rapid communications/short communications- They are very short according to the type of journals. Some journals will accept letter to editor.

3. Review papers or perspectives- it can be the critical/non-critical summary of a hot topic or previously reported information.

Journals publishes similar topic of the manuscript

At first, the author needed to check on the reference list of the manuscripts which you used to write the manuscript will roughly give an idea about the type of journals which publishes the similar topics. The next step is author has to go for the site of that journal and evaluate the indexing and abstracting of the journal or manuscripts. For meeting those skills author should understand what is indexing and abstracting.

Index and type of index

The word `index' is derived from the Latin word `indicate' meaning `to point out' or `to show'(definitions.net,2019). An indexing periodical is an access tool to a systematically ordered list of periodical literature providing a complete list of bibliographical references in a printed form (published) individual items of primary documents, which a republished in regular interval. It is organized in a convenient manner to search the location of entries. An index can be alphabetical, chronological, geographical or numerical. It consists of short indention of information with an adequate bibliological citation. It identifies and locates the required information in a particular periodical. It helps to locate the required information. An index is not a real surrogate of the document, but it indicates the key information. According to Nancy Mulvaney(2005), indexing is a structured sequence-resulting from a thorough and complete analysis of the text -of synthesized access points to all the structured arrangement of the index enables users to locate efficiently.

Indexing agencies/bodies

Nowadays the quality of the journal is assessed by the indexing agencies in which he journal is indexed. It is an assumption that indexing a database of higher scientific journals having a good track record of maintaining the ethics and quality in terms of publication. According to ifif (2019) Indexed journals are considered to be higher quality in comparison to any non-indexed journals. Indexing a journal provide better visibility of the journal with wider user. Being visible and accessible to larger population will cause better quality manuscripts and results. There are quite a lot indexing agencies. The most famous among them are Scopus,

Ulrich's periodicals directory, ISI Web of Knowledge, Science Citation Index, OCLC, Google Scholar, Crossref, Chemical Abstracts Service, Biological Abstracts, PubMed, EBASCO, DOAJ, SCIMAGOJR, Open J Gate, BIOSIS, MIAR, ABDC, Index Copernicus, Bielefeld Academic Search Engine etc. All these indexing agencies have their own evaluation criteria for selection of a journal.

Indexing Parameters

Indexing is important parameter for any Research Journal to increase its visibility so that maximum researchers can reach to explore new innovative ideas and opportunities around the world. Indexing is a process in which indexes are created in order to maintain the records so that the researchers can reach the requisite particular record otherwise it will be difficult for them to narrow down their search from huge number of records. Also, Readers can reach their interest papers easily. Indexation of a journal is considered a reflection of its quality. Indexed journals are considered to be of higher scientific quality as compared to non-indexed journals. Indexation of medical journals has become a debatable issue. There are many indexing parameters like Journal Impact Factor, g-index, i10-index, SNIP, SJR, Cited Half-life, IC Value, h5-index, h5-median, m-index, Eigen factor Score, h-index and Cite Score.

Journal Impact Factor

Journal Impact Factor (JIF) metric for measuring journal impact in Web of Science. It shows the average number of times articles from a journal published in the past two years that have been cited in the JCR year. This is how Journal IF of 2017 is calculated:

IF in 2017= A/R   where A=# of citations to all items published in 2015 &2016

R=# of articles & reviews published in 2015 & 2016

Impact Factor of 1.0 means that, on average, the articles published one or two years ago have been cited one time. Impact Factor of 2.5 means that, on average, the articles published one or two years ago have been cited two and a half times.

The calculation is based on citations, hence publications in journals with higher IF may have higher chance of being cited as compared to publications published in journals with relatively lower IF. Citation practices vary between disciplines, so Journal Impact Factors should NOT be used to compare journals across different subject areas. Journal Impact Factors cannot assess the quality of individual articles. Not all journals have an Impact Factor - they must be indexed in Journal Citation Reports, which covers journals listed in Science Citation Index Expanded (SCIE) and/or Social Sciences Citation Index (SSCI) of Web of Science. There are many predatory journals in India, which manipulates the term 'impact factor', and the

viewers will send and pay money for publication by thinking it is indexed with WoS. It is possible to see the master journal list which has JIF in the official website of WoS.

2. Cite Score

CiteScore is another metric for measuring journal impact in Scopus. The calculation of Cite Score for the current year is based on the number of citations received by a journal in that year for the documents published in the journal in the past three years, divided by the documents indexed in Scopus published in those three years.

This is how Cite Score of 2017 is calculated:

Cite Score in 2017= A/R   where A=# of citations to all items published in 2014 - 2016

R=# of all items published in 2014- 2016

Cite Score metrics are a family of 8 indicators, include: Cite Score, Cite Score Tracker, Cite Score Percentile, Cite Score Quartiles, Cite Score Rank, Citation Count, Document Count and Percentage Cited. Cite Score Tracker provides a current review of how a journal is performing during the course of the year. It is updated every month. Cite Score Percentile indicates how a journal ranks relative to other journals in the same subject field. (The fields are defined according to the Scopus field definitions). Cite Score is calculated on an annual basis, showing the average citations for a full calendar year. Cite Score Tracker calculation is updated every month, giving a current indication of a journal's performance. Cite Score is a metric without field-normalization, thus should not be compared between subject fields (different citation practices across disciplines affect the values of the metric).

Evaluation Policy of a Journal

There are some conditions for applying the journal for indexing. All journal indexing agencies have their own evaluation policy for indexing a journal to their agency.

- Journal must have e-IISN and P-ISSN
- Journal must have at least 5 issues or at latest 1-3 years old.
- Journal must have at least 60 % foreign members in the editorial board
- Journal must keep timeliness
- Journal must have citations greater than self-citation
- Journal must check plagiarism before manuscript acceptance

These are some of the conditions of applying the journal for indexing. All Journal indexing agencies have an online journal submission form where the submitter needs to enter the information asked. The Journal indexing agencies take 10 to 180 days to evaluate the journal and approve for indexing. After indexing, it may send a confirmation email.

Importance of publishing in indexed journals

There are some reasons for selecting indexed journals. The major reasons are the follows:

- The indexed journal gets better visibility.
- Gets quality papers from the authors for publication.
- Journal impact factor gets increased.
- Authority and importance of the journal get improved.
- Wide acceptance

Selection of Journal

Selection of journals for publishing the manuscript is the most crucial point as an author. At first, go through the website of all journals which is in the reference list of the manuscript and similar articles used for preparing manuscript and check which journals are indexed data bases. Web of Science or SCOPUS indexed journals are accepted all over the world. If the author is planning to publish in any SCOPUS indexed journals, then there is one tip which will make the finding more easy. At first go through the website of Elsevior, click on authors then journal authors finally click on submit your manuscript. The following is the link for that https://www.elsevier.com/authors/journal-authors/submit-your-paper. The window will show 5 step process   1. Find a Journal 2. Prepare your paper 3. Submit and revise 4. Track your paper and 5.share and promote. From the first process 'find your journal', and the author can upload the title, abstract and key words of your scholarly manuscript, then elsevior will helps to find all journals indexed by Scopus which published the similar theme, their cite score, impact factor, acceptance rate, time to take first decision and time for publication. The acceptance rate of Scopus indexed journals is very low. The next step is visiting the official website of those journals and preparing your journal according to the format prescribed by each journal.

Things to check before the manuscript submission

Before manuscript submission it is important to check the 'authors guidelines' section of the journal. If the manuscript is not fulfilling the authors guidelines might be rejected from the first response itself. Most of the journals follow the same structure for the manuscript. The major points needed to check in the authors guidelines are 1.main headings like abstract, introduction etc, 2. font and font size, 3. reference writing format. Some journals will follow APA format while others follow MLA format. It may depend upon each journal. Other than these most of the journals will not allow the others to send the manuscript to different journals at a point of time.

Publication ethics

Better understanding on publication ethics will keep the author away from ethic violations. Stealing others work as 'our own work' will leads to serious consequences. Hence, citation plays an important role in research. Every author should remember the golden rule of citation in order to avoid plagiarism that 'cite what is not yours, explain what is yours'. Majority of the journals are following the publication ethics developed by Committee on Publication Ethics(COPE) during 2nd World conference on Research Integrity on July 2010. According to Wager & Kleintert (2010) the summary of those internationals standards for authors are listed below:

• The research being reported should have been conducted in an ethical and responsible manner and should comply with all relevant legislation.

• Researchers should present their results clearly, honestly, and without fabrication, falsification or inappropriate data manipulation.

• Researchers should strive to describe their methods clearly and unambiguously so that their findings can be confirmed by others.

• Researchers should adhere to publication requirements that submitted work is original, is not plagiarised, and has not been published elsewhere.

• Authors should take collective responsibility for submitted and published work.

• The authorship of research publications should accurately reflect individuals' contributions to the work and its reporting.

• Funding sources and relevant conflicts of interest should be disclosed.

Manuscript review process

Peer review is the one of the process of selecting manuscripts to journals. The most common types of peer reviews are single blind, double blind, triple blind and open review. However, according to Wiley there are other models of reviews like transferable review, collaborative review and post publications review. In single blind peer review the author does not know who the reviewers are, but the reviewers knows who the author is. In double blind peer review, the author and reviewers do not know each other where as in triple blind peer review, both the reviewers, author and the handling editors cannot know each other during the review process. Wiley, Publons, and ScholarOne Manuscripts recently announced the launch of a new, integrated transparent peer review program which enables open publication of an article's entire peer review process in an easily accessible, searchable, and citable format, in order to bring greater transparency to the research process and recognition to the work of peer reviewers. Authors will have the option to decline transparent peer review and reviewers can

choose to remain anonymous (Wiley,2019). Transferable peer review allows subject-related journals to transfer reviewed manuscripts between each other if the editors decide that although not suitable for their journal it is likely to be appropriate for a similar journal. The author is then given an option to transfer the manuscript to the other journal but transferring a manuscript does not guarantee acceptance in the other journal (Wiley,2019). Collaborative review means a team of people work together to undertake the review as two or more reviewers work together to review the paper, discuss their opinions and submit a unified report or one or more reviewers collaborate with the author to improve the paper, until it reaches a publishable standard (Wiley,2019).

Publication Charges

Most of the journals charge money from the author for all the process once the article is accepted for the review process or after accepted to publish. It includes the work done by the reviewers and other works. It is different in different journals. Some journals wil start reviewing only after they receive the money. Most of the WoS or Scopus indexed journals will charge more and a few will not charge money from the authors. The tip for choosing journal from Scopus is checking the number of documents presented by the journals in the last three years. If it is too high, there is a possibility that those journals will be eliminated from the Scopus list in future.

8 reasons for accepting the manuscript

'8 reasons I accepted you article' is the small study conducted among 5 editors of Scopus indexed journals by Elsevier's Company as the counter study on the title '8 reasons I rejected your article' by Thrower, chief editor of the journal Carbonand summarised by the editors Piper and Astrachan , and reported by Zwaaf in 2013. According to them the '8 reasons' are the following:

1. It provides insights into an important issue
2. The insight is useful to people who makes decisions
3. The insight is used to develop a framework or theory
4. The insight stimulates new important questions
5. The methods used to explore the issues are appropriate
6. The methods used are applied rigorously and explain why and how the data support conclusions
7. Connections to prior works in the field or from other fields are made
8. The article tells a good story

Now it is necessary to point out the '8 reasons I rejected your article'

8 reasons to reject the manuscript

Thrower (2012) wrote his experience as the editor in chief of the Carbon, the international journal of the American Carbon Society. He advises that "by avoiding these pitfalls, you will save reviewers, editors and staff time and frustration, and ensure that your work is judged by its scientific merit, not mistakes". The 8 reasons for rejection are the follows:

1. It fails in technical screening

2. It does not fall within the aims and scope

3. Its incomplete

4. The procedures and/or analysis of data is seen to be defective

5. The conclusion cannot be justified on the basis of the rest of the paper

6. It's simply a small extension of a different paper, often from the same authors

7. It's incomprehensible

8. It's boring

Conclusion

It is the turn of the author to start work according to the demands of the journal which they wish to publish. Keep in mind that, don't give up if one journal rejects the manuscript. Because it will take years to develop credibility as an author to make the journals to accept article as soon as seeing the name of the author. Like the famous quote 'legends are not born in a day'. Be patient, try hard, and improve on every editing of the manuscript.

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