Tips on the publication process

Submission, review & publication
The publication process in a peer-reviewed journal

You → Journal (Editor) → Reviewers → Editor

Acceptance
Minor Revision
Major Revision
Rejection

Co-authors

Editor

Accepted Version

Proof Editing

Online first (In press)

Open Access or not (Module 3)

Send your accepted versions to us! (dora@lib4ri.ch)

Published version
Which journal should you submit to?

- Papers read
- Papers cited
- “Top journals” in your field
- Impact Factor
- Journal Topics
- Journal
- Speed
- Be realistic
- Have a plan B
- Supervisor advice

Be realistic
Have a plan B
Which journal should you submit to?

On deciding…:

http://thinkchecksubmit.org/
http://jane.biosemantics.org/index.php

Before writing: read the instructions in the authors’ guide

- Word & figure limits
- English style
- Article structure
- References style
- Figure preparation
- Word or LaTeX
The reviewers’ comments

• Be prepared for criticism and accept it as a way to improve your paper
• Thank the reviewers, do not forget they do this in their free time
  • «We thank reviewer 1 for his/her revision. We have addressed his/her comments below»
• Reply to every reviewer comment even if it is self-explanatory
  • «Page 12, line 20: remove the comma before “velocity”. Has been corrected»
• Mention the exact pages and lines where you make your corrections
• Try to agree with the reviewer, but remember it is your paper. If you do not agree state this and explain why
  • «The sentence and reference may be confusing....»
  • «We agree with the reviewer on..., but...»
• Remember: the reviewer can be wrong as well
• Discuss with your co-authors
• Answer clever to suggestions for further experiments/studies
  • «This is a good suggestion. Unfortunately, we do not have the means…»
• Admit your own mistakes
  • «We thank reviewer 1 for this observation. Indeed, it is a mistake... »
What about reviewing the papers of others?

- Yes!
  - Helps you think as a reviewer
  - You expand your knowledge
  - But make sure you do a correct review

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Exercise 3

• Search online for the “Environmental Science & Technology” journal and answer the following questions:
  • Can you use both Word and LaTeX?
  • What are the formatting requirements?
  • What is the publication speed?
  • What are the specifications for the figures?
Thank you!

Questions?

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