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

Accepted Version

Proof Editing

Online first (In press)

Published version

Open Access or not (Module 3)

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