Tips on the publication process

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

You

Journal (Editor) -> Reviewers --> Editor

Co-authors

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
- **Impact Factor**: “Top journals” in your field
- **Journal Topics**: Be realistic
- **速度**: Have a plan B
- **Journal**: 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
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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