

# Open Access in Romania





Asociația Universităților, Institutelor de Cercetare - Dezvoltare și Bibliotecilor Centrale Universitare din România





# Content summary:

- Brief overview of New Transformative Agreement in 2025
- Publishing Workflow: Step-by-step process from Submission to Publication
- Additional support for Authors when publishing with Taylor & Francis
- Benefits of publishing Open Access with Taylor & Francis



### Anelis Plus Transformative Agreement



Transformative agreement

#### **Anelis Plus Consortium**

Romania

#### Taylor & Francis and Anelis Plus open access agreement

Authors in Romania may be eligible to publish open access at no cost to themselves in selected Taylor & Francis and Routledge Open Select (hybrid) journals thanks to an agreement with Anelis Plus.

This agreement with Anelis Plus combines continued access to Taylor & Francis journals with the opportunity for researchers at a participating Anelis Plus institution to publish open access in over 2,000 Open Select titles.

#### Which journals are eligible for open access publishing under this agreement?

The majority of our 2,000+ Taylor & Francis and Routledge Open Select (hybrid) journals are part of the agreement. Please note that Dove Press, F1000, Expert Medicine series titles are excluded from this agreement.

https://www.tandfonline.com/openaccess/members/anelis-plus-consortium



### Anelis Plus Transformative Agreement

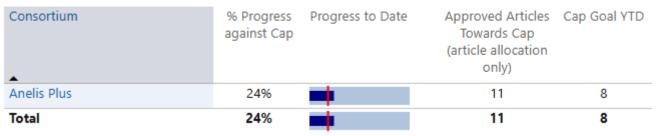
- 18 Member Institutions including large higher education institutions and specialist research centres
- Access to the latest international research within our leading journals across Social Sciences, Humanities, Science & Technology, and Medicine
- 45 Articles Publishing allowance for 2025
- Publishing eligibility in 2000+ Hybrid (Open Select) journals across all major subject areas
- Full OA, Dove Press, F1000, Expert Medicine series titles are <u>excluded</u> from this agreement, as well as Open Select titles in the highest tiers of APC (>€4,540). Exclusion list available



## Anelis Plus Transformative Agreement

# Progress towards Article Caps

#### Deals by Article Cap





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Access content published since 1997 across 24 subject disciplines, in over 2,700 of our most prestigious journals

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Medical Library

Science & Technology Library



# Social Science & Humanities Library









# Science & Technology Library









# Medical Library







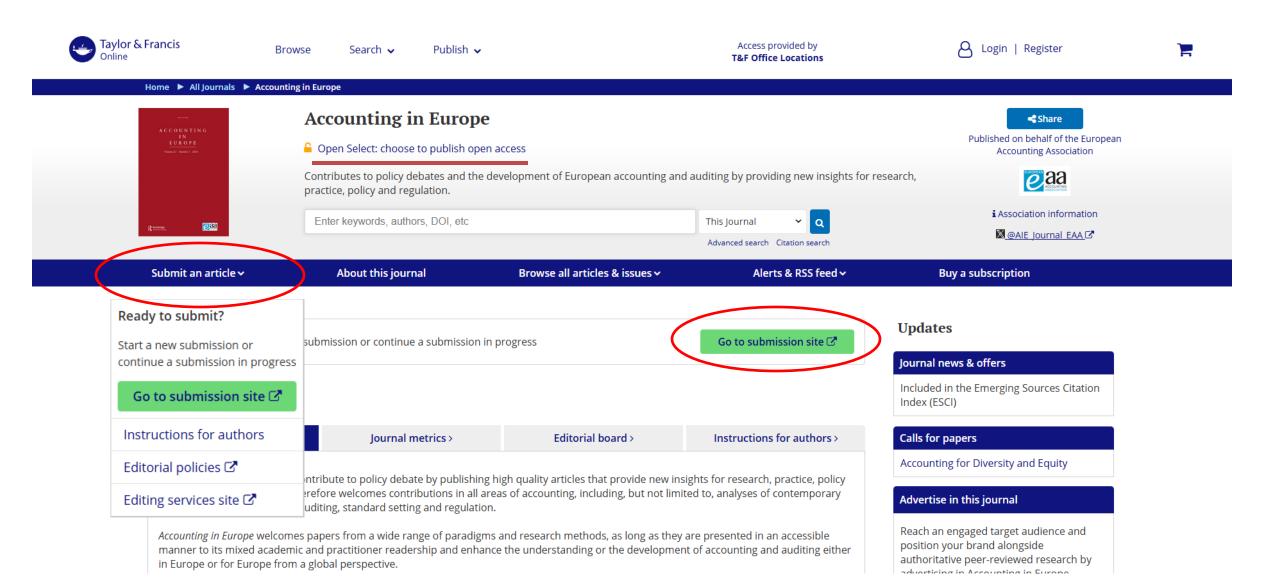


Publishing Workflow



# Workflow for an Open Select Article at Taylor & Francis





#### **⋒** Accounting in Europe

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About this journal

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Accounting in Europe accepts the following types of article: Research Article, Book Review.

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You have the option to publish open access in this journal via our Open Select publishing program. Publishing open access means that your article will be free to access online immediately on publication, increasing the visibility, readership and impact of your research. Articles published Open Select with Taylor & Francis typically receive 35% more citations\* and over 5 times as many downloads\*\* compared to those that are not published Open Select.

Your research funder or your institution may require you to publish your article open access. Visit our <u>Author Services</u> website to find out more about open access policies and how you can comply with these.

You will be asked to pay an article publishing charge (APC) to make your article open access and this cost can often be covered by your institution or funder. Use our APC finder to view the APC for this journal.

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\*Citations received up to 7th August 2024 for articles published in 2019-2023. Data obtained on 7th August 2024, from Digital Science's Dimensions platform, available at <a href="https://app.dimensions.ai">https://app.dimensions.ai</a> \*\*Usage in 2021-2023 for articles published in 2019-2023.

#### Open Access Cost Finder

Helping you find article publishing charge and open access options



Use this page to check the current article publishing charge (APC) and open access (OA) options across all Taylor & Francis, Routledge, and Dove Press journals.

You can also check information on publishing your research open access with <u>F1000 Research</u> [2].

The article publishing charge supports a range of services which help ensure the trust, quality and impact of your published research.

Benefits of publishing open access

Journal			Subject category			
Accounting in Europe		~	All			~
OA status	Full open access ?	<b>✓</b> Open:	Select ?	OA not available		
Publisher	Dove Press	<b>✓</b> Routle	dge	✓ Taylor & Francis		
Search ↓					Download re	esults 🕹





#### Article type

Research Article



#### Accounting in Europe [간

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#### Country / Region

This should be the country / region of residence of the person or organization who will pay the APC.

Romania

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#### Standard article publishing charge (APC)

#### **EUR 3505**

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#### **Word Limits**

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Please use single quotation marks, except where 'a quotation is "within" a quotation'.

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Subject: Your article with Taylor & Francis

Body:

Dear Author First Name Last Name,

Re: Article Title; Journal Title

Congratulations on the recent acceptance of your manuscript submission to *Journal Title*. The Taylor & Francis production team will work with you to publish your article online as quickly as possible.

We would like to let you know that your institution has an open access agreement with Taylor & Francis, which means you may be eligible for funding to publish your article <u>open access</u>. We have let them know that your paper has been accepted and shared your article information, including your email address.

#### What happens next?

It's important to know that not all articles will be eligible for funding under this agreement, so please <u>clickhere</u> to view the latest information.

If your institution approves open access funding for your article, we will let you know. You may also request approval by selecting the open access option.

Look out for an email inviting you to select and sign your article publishing agreement.

If you have any questions, please do not hesitate to contact apc@tandf.co.uk or your librarian.

Kind regards,

Email to author on acceptance, alerting them to OA agreement





Dear Hannah ward.

Congratulations! We are pleased to share that your article "An extinct species of Tchangmargarya (Gastropoda: Viviparidae) from Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China" has been accepted for publication in Aphasiology.

To move forward with publication, we need you to review your Open Access options and accept the terms and conditions of an author publishing agreement.

We'll start with some questions that will inform the details we include in your agreement.

#### START AGREEMENT PROCESS

If you have questions about publishing your article, don't hesitate to contact us directly at <a href="mailto:anonymous@tandf.co.uk">anonymous@tandf.co.uk</a>

We look forward to seeing your article published, and we are pleased to have you in our authorship community.

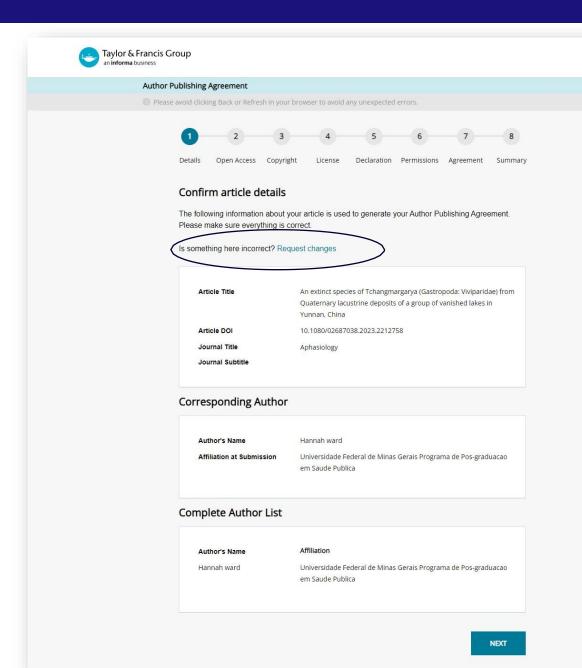
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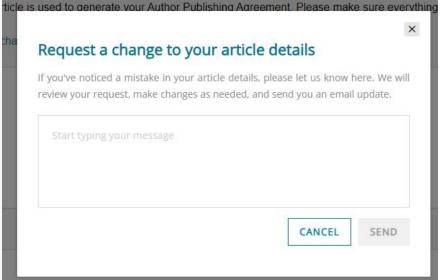
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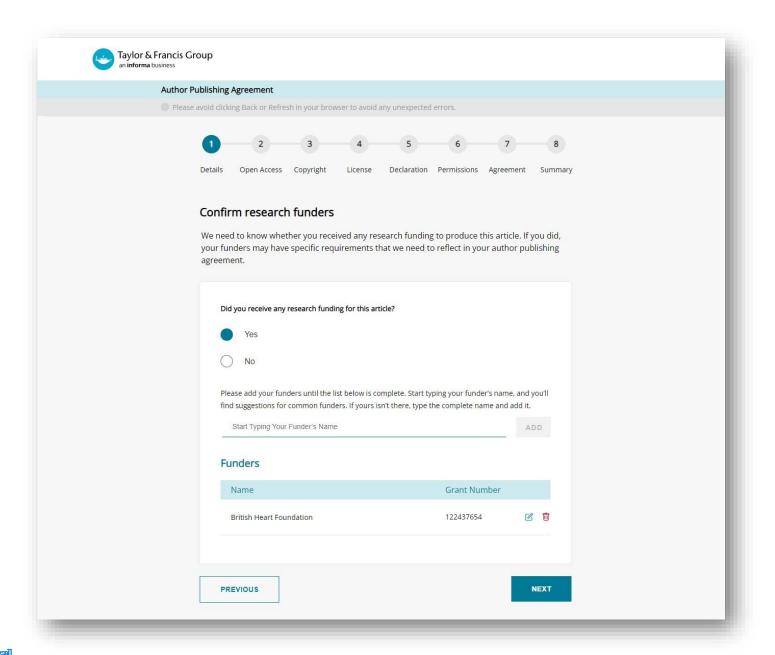
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If they cannot provide funding for Open Access, we will let you know via email, and you can choose to fund it yourself or publish it as an article with subscription-based access.

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Your organization encourages you to publish your article Open Access. If you have your own funds available for publication, please select this option. If these funds are not available to you, please request support by selecting your organization's Open Access agreement below.

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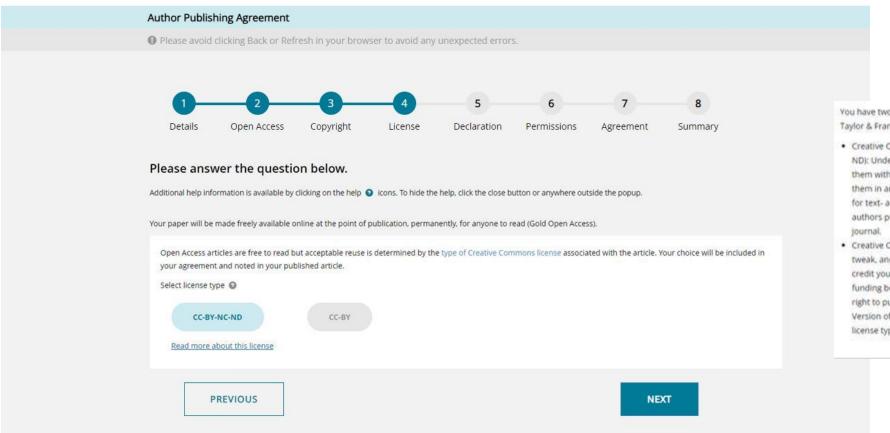
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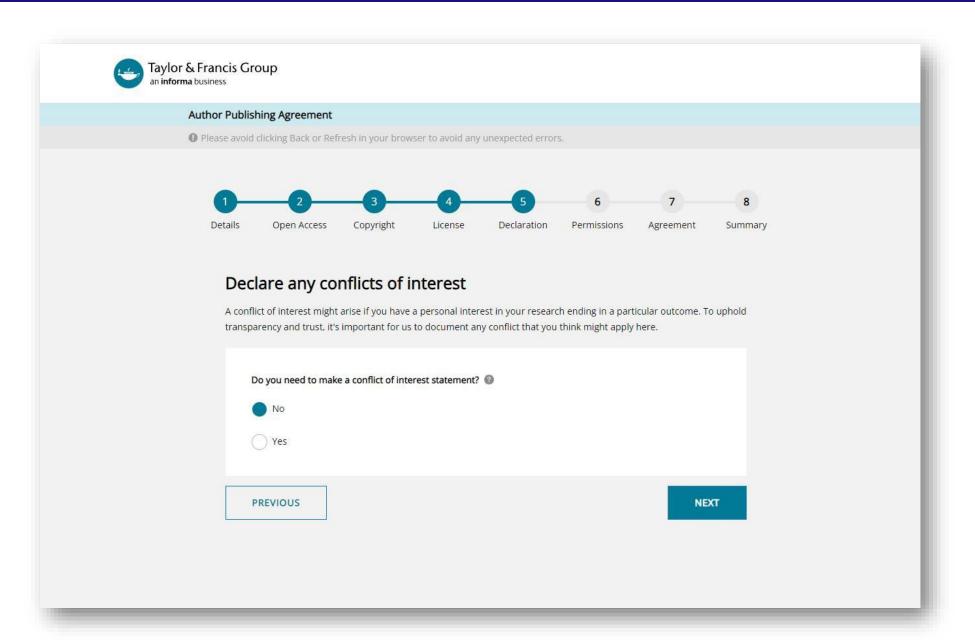


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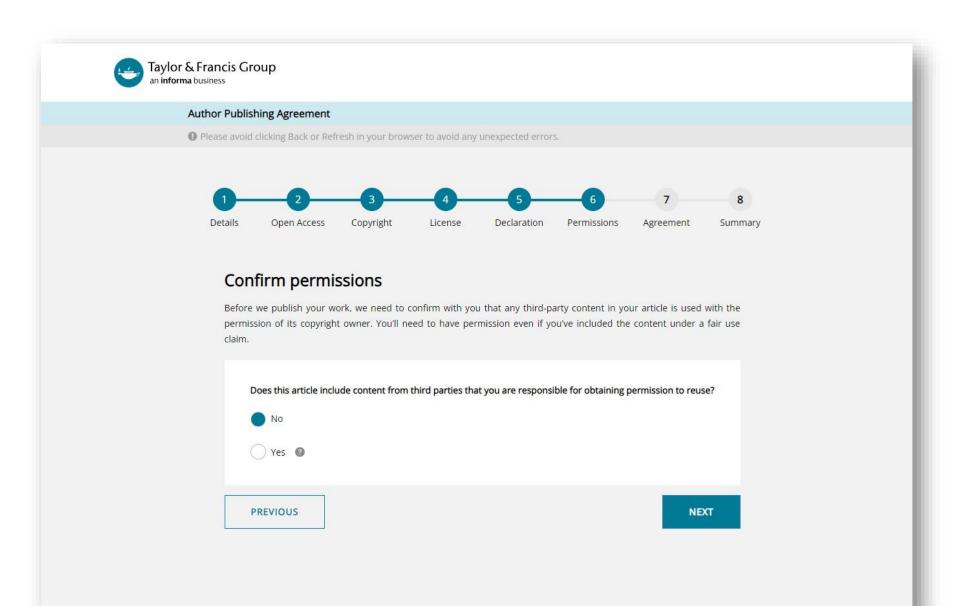
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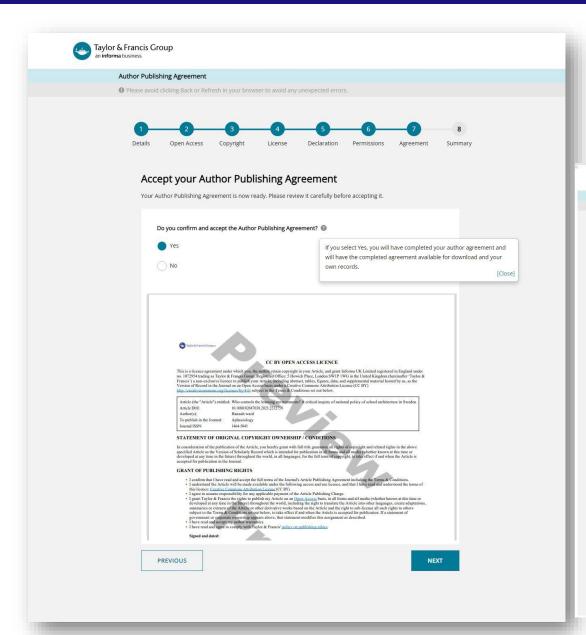
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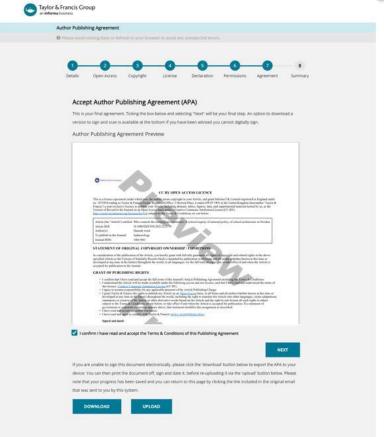
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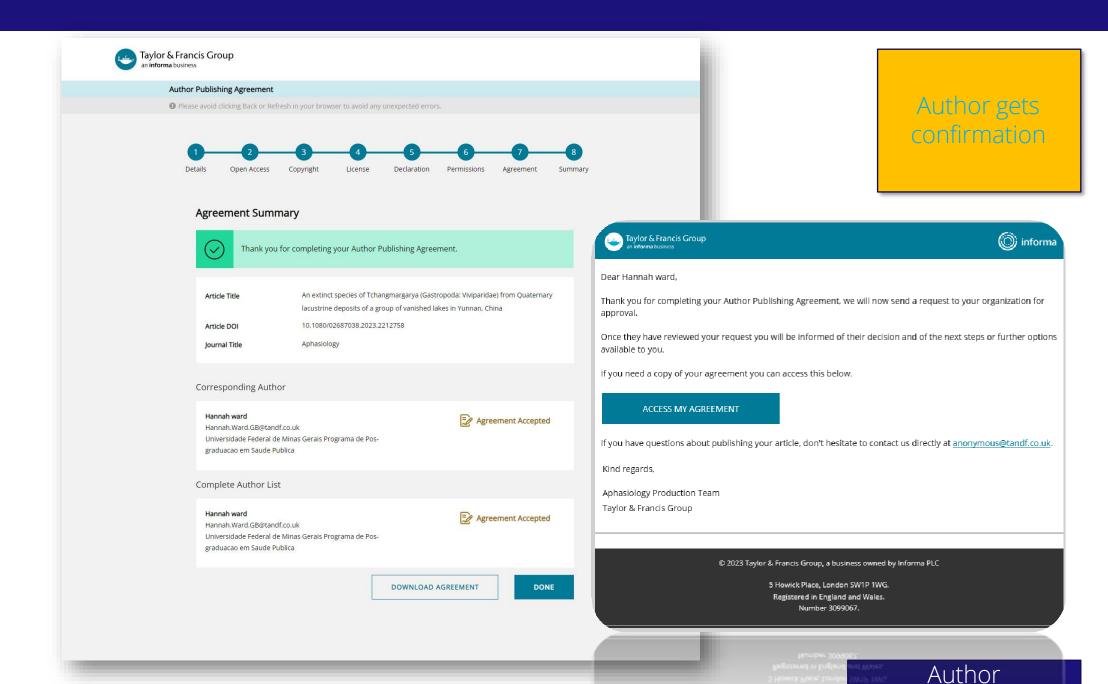


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Dear Hannah ward,

We are writing to update you about your request to your institution for Open Access funding.

We are happy to let you know that your institution has agreed to pay the article publishing charge on your behalf.

If you have questions about your APC funding, please don't hesitate to contact us directly at APC@tandf.co.uk

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We are writing to update you with regard to your Open Access funding request for your article "An extinct species of Tchangmargarya (Gastropoda: Viviparidae) from Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China". Your institution has declined your request for funding to pay the author publishing charge (APC) for Open Access.

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After Publication

Editorial Policies
Data Sharing Policies



# **Research Publishing Journey**





### **Advice Authors to: Decide The Journal BEFORE writing**

Choosing the journal before you start writing means you can tailor your work to build on research that's already been published in your journal of choice. This can help editors to see how a paper adds to the 'conversation' in their journal. In addition, as you go through this guide, you'll see many journals only accept specific formats of article and may well have word limits and other restrictions.

By having a preferred journal in mind before you start, you can write your article to their specifications and audience. This will not only save you time later in the submission process, but could also ultimately improve your chances of acceptance.

# Where to Start when Choosing the Journal? How to decide?

# CHOOSING A JOURNAL CHECKLIST Work your way through this checklist, using the contents of this guide, to help you find the best journal for your work: Build a shortlist Desk research Speak to colleagues and supervisors Explore journal suggester tools Search calls for papers Refine your shortlist Familiarize yourself with journal content Review journal aims and scope statements Understand journal audiences Review journal affiliations, the editorial board, and previous authors Get to know journal policies and processes Check which article formats are accepted Understand your publishing options Ask about journal metrics and discoverability Make sure you trust the journal you've selected

### Do some desk research

You'll probably already be familiar with various journals in your field from your research work. So it's a great idea to take a look at these first and see whether they might be a good fit.

In addition, do some searching within your library's subscriptions and tools like Google Scholar to see which journals have published research on your subject area. And don't forget, you can browse our journals by subject area at <u>tandfonline.com</u>.

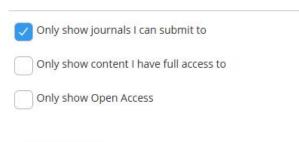


### Looking to submit?

Enter your abstract into our Al powered **Journal Suggester** to discover the ideal journal for your research article.

Go to Journal Suggester 2

#### **Filters**





# Speak to colleagues, supervisors, and your librarians

Another great way to identify the right shortlist of journals is to speak to knowledgeable people around you – colleagues, supervisors, and your institution's librarians. Depending on who you're speaking to, you can ask a whole range of questions to help you narrow down your search. Which journals do they read regularly? Which ones do they believe are most respected? Have they had good experiences publishing with particular journals? And, of course, do they have ideas about which journals will suit your specific research field?



## Search calls for papers

Most journals remain open for general submissions year-round. But often, a journal will promote a particular theme or topic by creating a special issue and putting out a call for papers (essentially a specific ask for submissions related to the theme).

You can search special issues and calls for papers to see whether there are any journals actively looking for research like yours. We list all of ours on our dedicated <u>calls for papers page on Author Services</u>.

## Filter Call for Papers by categories

ategories A-C			
Area Studies	Arts	Behavioral Sciences	Bioscience
Built Environment	Communication Studies	Computer Science	
ategories D-G			
Earth Sciences	Economics, Finance, Business 8 Industry	Education	Engineering & Technology
Environment & Agriculture	Environment and Sustainability	Food Science & Technology	Geography
Global Development			
ategories H-M			
ategories N-Z			
rder by O Manuscript deadline	e (expiring soon)		



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**Step 2:** Click on 'Reveal suggested journals' to see a short description of the journal and some citation and speed metrics.

Questions about the suggester?

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Paste your keywords or abstract here...

Reveal suggested journals | ↓

### CHOOSING A JOURNAL CHECKLIST

Work your way through this checklist, using the contents of this guide, to help you find the best journal for your work:

### Build a shortlist

- Desk research
- Speak to colleagues and supervisors
- Explore journal suggester tools
- Search calls for papers

### Refine your shortlist

- Familiarize yourself with journal content
- Review journal aims and scope statements
- Understand journal audiences
- Review journal affiliations, the editorial board, and previous authors
- Get to know journal policies and processes
- Check which article formats are accepted
- Understand your publishing options
- Ask about journal metrics and discoverability
- Make sure you trust the journal you've selected



### Journal metrics



Taylor & Francis

### Usage

125K annual downloads/views



### Citation metrics

- 4.6 (2023) Impact Factor
- Q1 Impact Factor Best Quartile
- 3.0 (2023) 5 year IF
- 5.0 (2023) CiteScore (Scopus)
- Q1 CiteScore Best Quartile
- 1.326 (2023) SNIP
- 0.733 (2023) SJR



### Speed/acceptance

- 54 days avg. from submission to first decision
- 61 days avg. from submission to first post-review decision
- 14% acceptance rate

### Learn more about journal metrics and how to use them >

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### CHOOSING A JOURNAL CHECKLIST

- Muild a shortlist
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  - Get to know journal policies and processes
  - Check which article formats are accepted
  - ✓ Understand your publishing options
  - Mask about journal metrics and discoverability
- Make sure you trust the journal you've selected



# / IS THE JOURNAL TRUSTWORTHY? – HOW TO AVOID 'PREDATORY PUBLISHERS'

With hundreds of new academic titles launched every year, deciding whether or not a journal is worthy of your work is increasingly difficult. Having more choice is generally a good thing, but the profusion of new titles has also led to a rise in what some refer to as 'predatory publishing'.

Put simply, predatory journals trade, intentionally and fraudulently, off existing society or journal names. Authors send their work and, in some cases, pay publication fees to these titles in good faith – only to discover that their research hasn't appeared in the title they thought it would.

So, as a researcher, how do you evaluate whether the journal you're about to send your work to is the real deal?

# Predatory publishers & journals

Rapid increase

Target researchers via email, social media & conferences;

Researchers should check journals via their institutional librarian experts, peers,

Think.Check.Submit, COPE and DOAJ;

Designed to trick researchers.

### If a researcher believes they've been tricked by a predatory title, they should:

- 1. Contact their institutional head of department or legal team;
- 2. Ask their institution to take legal steps to get the paper removed
- 3. <u>They must not submit the paper to another journal until the situation has been resolved.</u>





Think. Check. Submit. is an initiative from a coalition of scholarly communications organizations. Its tools help to make the process of choosing the right journal for your work simpler and safer. The campaign empowers authors to evaluate the trustworthiness of a journal or its publisher by using simple checklists.

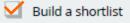
The checklists include ways to evaluate the credentials of any title and the society or publisher behind it. The campaign doesn't offer a definitive list of approved titles, but it's another important resource that authors can draw on – as well as the knowledge of their colleagues and information specialists – to make sure the research they publish has maximum impact.



Identify trusted publishers for your research • Think. Check. Submit. (thinkchecksubmit.org)

### CHOOSING A JOURNAL CHECKLIST

Work your way through this checklist, using the contents of this guide, to help you find the best journal for your work:



Desk research

Speak to colleagues and supervisors

Explore journal suggester tools

Search calls for papers

### Refine your shortlist

Familiarize yourself with journal content

Review journal aims and scope statements

Understand journal audiences

Review journal affiliations, the editorial board, and previous authors

Get to know journal policies and processes

Check which article formats are accepted

Understand your publishing options

Ask about journal metrics and discoverability

Make sure you trust the journal you've selected





Choose Open Choose Open access when Publishing your research Open access Cost finder Open Access Agreements



♠ Publishing your research 

◆ Choose Open 

◆ Research impact Policies 

◆ Insights blog

Steps to Publication
Choosing your Journal
Writing your Paper
Making your Submission
Page review

Peer review

Production

After Publication

Editorial Policies
Data Sharing Policies

# **Research Publishing Journey**



### WRITING YOUR PAPER CHECKLIST

Choose your target journal
Understand the journal's instructions for authors
Familiarize yourself with editorial policies and standards of reporting
Consider the four A's: aims, audience, awareness, and articulation
Determine your article structure

- Choose your keywords and learn how to write for SEO
- Write up your manuscript:
  - Prepare tables and figures (if required)
  - Write up the literature review (if required)
  - Write the method
  - Write up your results
  - Write the discussion and conclusions
  - Write the introduction
  - Write the abstract
  - Create a compelling title
- Edit and refine your completed manuscript
- Check the editorial policies and instructions for authors to ensure you've included everything required by the journal



## Read the guidelines

You can write your paper to meet the standards from the start. The Guidelines include:

- > Understand your target journal Instructions for authors
- ➤ Editorial Policies and Standards of reporting



## Read the guidelines: Instructions for authors

These are an individual set of requirements for a journal that help guide potential authors to construct their article in the correct way and prepare it for submission. They will tell you exactly what the journal's editorial board expects to see in articles submitted to the journal. And the IFAs will also include details of specific processes to follow to ensure there are no problems during production should your article be accepted.

#### What information is included in the instructions for authors?

The instructions for authors include all the essential information you'll need to know before you submit your article, for example:

- General guidelines, like which online submission system you need to use, and which languages the journal publishes in
- Word count
- Formatting and whether article templates can be used
- ✓ Style guides
- Specific policies relating to the journal, such as clinical trial registry or ethics compliance
- Open access options

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# Think about the four A's: aims, audience, awareness, and articulation

It's important to consider these four areas right at the start of the writing process:

- Aims Your published article may help attract funding for your next research project, boost your profile and the reputation of your institution, and importantly, help to further knowledge in your field and have a wider societal impact. Identify your aims and keep them in mind when writing your paper and use them to guide your decisions.
- Audience You need to have a clear idea of your target audience for example, fellow researchers, practitioners, policymakers – so you can tailor your paper to meet their needs and expectations. This might influence your decisions on the type of article you choose to write, the language you use, and which journal you choose to publish in.
- Awareness Being aware of existing research, political debates, and current policy issues will help you ground your work in the context of the wider landscape. It'll also help you with referencing other work wherever appropriate.
- Articulation Plan out a logical structure for your article, so you can develop your ideas clearly and concisely. Consider writing your introduction and conclusion last, once your key points have become clear. (We've got more tips on article structure and a step-by-step writing process coming up.)

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### / ARTICLE STRUCTURES AND FORMATTING

Depending on your subject, research focus, journal choice, and any number of other considerations, the type of article you write could vary widely.

STEM research articles tend to follow a similar structure, while Humanities and Social Sciences (HSS) articles vary. You could also be considering writing a review article, case study, technical note, or case report.

Given this variation, there's no set formula for structuring your article. But we've provided some hints and tips here to get you started.

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### / CHOOSING KEYWORDS AND WRITING FOR SEO

### Using keywords

When you submit your article you'll often need to include keywords. These will be used to index your article on the journal or publisher's website, as well as on search engines like Google Scholar.

These keywords will help others find your article quickly and accurately – think of them as the labels for your article. And keywords aren't just about improving your article's discoverability, a strong correlation exists between the online hits an article receives and the subsequent number of citations it receives. So picking your keywords wisely is worth your while.

But how do you choose your keywords?

Think about how you search for articles yourself and what words or phrases you put in.

Think about your own article and what keywords are most relevant to the focus of your work.

- Once you've drawn up a shortlist, try searching with them, to ensure the results fit with your article and so you can see how useful they would be to others
- You can also check and compare specific keywords on Google Trends to see which are the most used.
- If you're still unsure, check the keywords used in your field's major papers.



### Writing your article with search engine optimization in mind

Google, Google Scholar, and other search engines drive a huge amount of traffic to journal articles. Journals and their publishers do a lot of work behind the scenes on search engine optimization (SEO), but you can also play a crucial role in optimizing the search results for your article. Ultimately, this will help more people to find, read, and cite your work.

But how can you write for SEO? Here are some tips...

\_\_\_\_

Create a search engine friendly title

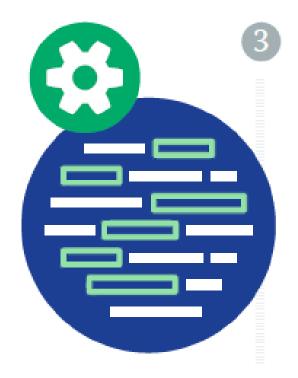
It's vital to incorporate your most relevant keywords in your title. This will mean your article is more likely to be included in the results for relevant online searches. Ideally, it should include 1-2 keywords related to your topic, and these keywords should be within the first 65 characters of your title so that they're visible in the search engine results.



2 Optimize your abstract

To have the maximum impact in search engines, you should aim to place essential findings and keywords in the first two sentences of your abstract. Only the first two sentences normally display in search engine results, so if you make them enticing and keyword relevant, it should encourage people to click through and read further.

In addition, you should aim to repeat your keywords 3-6 times within your abstract. But try to do this naturally, as the purpose of your abstract is to express the key points of your research, clearly and concisely.



# Use keywords throughout your article \*\*\*\*\*

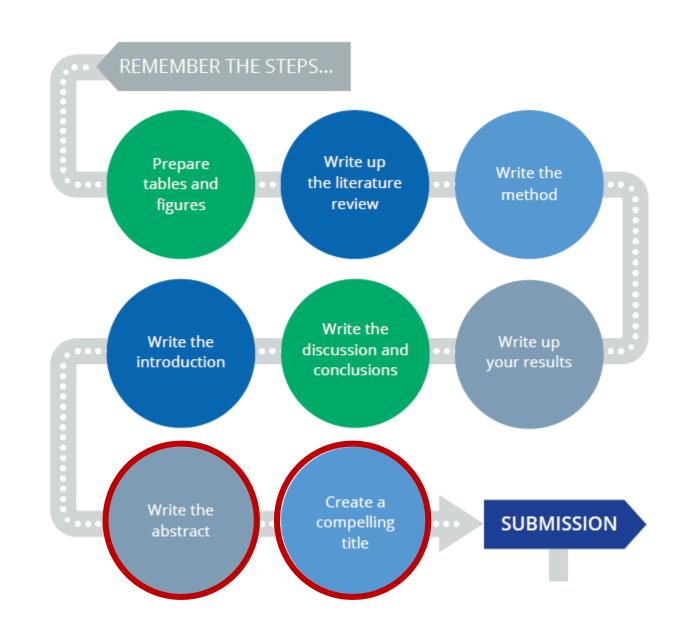
Keywords aren't just important in your title and abstract. You should aim to ensure you use them consistently throughout your article. In particular, if you're able to incorporate keywords into headings, this will help search engines to understand the content and structure of your article.

However, make sure you let keywords flow naturally and in a contextual way. Search engines dislike too much keyword repetition, known as keyword stuffing, and may 'un-index' your article if it seems keywords are being repeated without context.

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# REFINING YOUR WRITING: HOW TO CREATE AN EFFECTIVE, COMPELLING PAPER

Completing the first draft of your manuscript is a big milestone. But it's certainly not the finish point. The making of a really good article is effective reviewing and editing, to ensure your ideas and findings are communicated clearly throughout.

### **Our Services**



### English Language Editing

Our English language editing services let you focus on what you do best – research. We review your manuscript to ensure the language you've used makes sense and is clear, and check for spelling, grammar, syntax, tense, and sentence structure.

Compare plans >



### Manuscript Formatting

We make sure that your manuscript complies with your target journal's Instructions for Authors. We use the utmost care to adhere to styles like APA, MLA, ACS, and AMA.

Perfect your formatting >



### Scientific Editing

Our Scientific Editing service is designed to offer you an in-depth critique of your research, significantly improve the readability of your paper, and help you ensure that your journal submission meets the high standards of academic publishing.

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Promote your research with graphical abstracts, infographics, videos, research news summaries, and lay summaries. Our Article Promotion Services can raise public awareness of your work and engage peers, funders, and the media.

Find out today >



### Pre-Submission Expert Review

An experienced reviewer panel could help you to eliminate most major reasons for manuscript rejection before submission. Get comprehensive comments that will help you revise your document and still meet publication deadlines.

Schedule a review >

#### WRITING YOUR PAPER CHECKLIST

Work your way through this checklist, using the contents of this guide, to help you find the best journal for your work:

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## Considering ethics – a final submission checklist

## Be clear on authorship

Have you included all the contributors to your article (in the right order), and are your acknowledgements up-to-date? Agree with your co-authors which journal you are submitting to, and tell them when you submit.

Agreement
makes getting
published easier
Disputes on authorship can
slow down peer review and
publication, so make sure
decisions have been made
together and everyone
is aware.

#### Who checks?

Editors and reviewers
will look for similarities
to other published articles,
as part of the peer review
process. CrossCheck is used
by Taylor & Francis to check
papers against a database
of over 40 million
published articles.

## Avoid plagiarism (and self-plagiarism)

Have you checked you've cited your own, and others', work correctly? You'll also need to have written permissions for any reproduced figures or tables.

### Double check your data

Using datasets gathered by someone else? Check you have permission to use them in your work. Plus, if a statistician helped with data analysis make sure you acknowledge this.

Include everything: check the instructions for authors

Some journals may need supplemental data to be submitted along with your article. Check the journal's instructions for authors to make sure you've including everything you need.

#### Transparency is essential

Relevant interests and relationships that could be seen as influencing your findings (whether financial or otherwise) must always be declared to the journal editors, reviewers or readers.



### Declaring any interests

Make sure you've declared any funding, and the role of the funder, in your cover letter.



#### Upholding standards

a reference to them.

Describing experiments or procedures? Make sure you include warnings of any hazards that could be involved in replicating these (including any instructions, materials or formulae you've mentioned). You'll also need to cite any relevant standards or codes of practice, and include

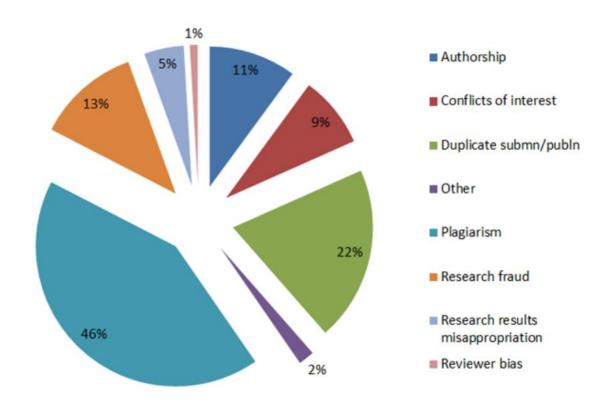
Evidence you've followed procedure

National and international procedures govern experimentation on people and animals. Statements of ethical approval, trial registration and informed patient consent will all be needed with your submission.

#### One at a time

Remember to submit your article to just one journal at a time, so it is only ever being considered by one editor and one set of reviewers. If you decide you want to send it to another journal, you can always withdraw your paper.

## Plagiarism is most common among ethics issues



#### WRITING YOUR PAPER CHECKLIST

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## / MAKING YOUR SUBMISSION

Finally hitting 'submit' on your research paper is a big achievement, but can also make you feel apprehensive in case you've missed anything. To help make sure you've covered everything you need to do, follow the key steps below to get your manuscript submission-ready.

## SUBMISSION AND PEER REVIEW CHECKLIST

### Making your submission

- Prepare your paper for submission
  - Review instructions for authors and editorial policies
  - Anonymize your paper (if required)
  - Write your cover letter
  - Check your formatting
  - Select the right keywords
  - Make sure you're identifiable with an ORCiD
  - Have any open access funding information ready
- Get to grips with the submission system
- Make sure you're following the right data sharing policy
- Run through the 'ready to submit' checklist

## 3 Write your cover letter

Cover letters are required by many, but not all, journals – to check whether your target journal asks for one take a look at the instructions for authors.

A cover letter is your opportunity to really sell your research. You can use it to highlight to the journal editor what makes your research new and important. And it gives you a chance to explain why your paper is a perfect fit for their journal and will be of interest to their readers.



A well-written cover letter can help your paper reach the next stage of the process. So it's worth spending time thinking about what to include and how to phrase it.

A statement that your paper has not been previously published and is not currently under consideration by another journal Confirmation that you have no competing interests to disclose.

The editor's name (you can usually find this on the journal's website)

> Dr. Joan Editor, MD Editor-In-Chief Science Explained journal

March 3, 2020

Dear Dr. Editor,

We wish to submit an original research article entitled X, Y and Z for consideration by Science Explained journal.

We confirm that this work is original and has not been published elsewhere, nor is it currently under consideration for publication elsewhere.

Your

manuscript's

title

In this paper, we show that X is equal to Z. This is significant because it is critical to demonstrate the impact of X and Z on Y.

Given the increase in X and Z globelly, we believe that the findings presented in our paper will appeal to the specific coentists who subscribe to Science Explorience. Although prior research has identified a few methods that could be used in space subjectation, such as X and Y, the applications developed from those findings have been cost-prohibitive and difficult to administer globally. Thus, our findings will allow your readers to understand the factors involved in identifying the onset of X and Y and develop more cost-effective procedures.

We have no conflicts of interest to disclose.

Please address all correspondence concerning this manuscript to me at a.exampla@research.edu.

Thank you for your consideration of this manuscript.

Sincerely,

Dr. Anne Example, PhD Professor, Department of Space Exploration University of Research

Co-author
Dr. My Friend
Assistant Professor, Department of Space Exploration
University of Research
(0.1234) 557890

m.friend@research.edu

A brief description

The name of the

journal you're

submitting to

of the research
you're reporting in
your paper, why it's
important, and why
you think the readers
of the journal would
be interested in it

University of Research Milton Park Oxfordshire OX14 LRS [01234] 567890 a.example@research.edu

Contact

information for you and any co-authors

## Things to avoid in your cover letter

Your cover letter is your first chance to catch the eye of the journal's editor. It's about selling your research in your own words. With that in mind, it's important to avoid:

- Copying your abstract into your cover letter instead explain in your own words the significance of the work, the problem that's being addressed, and why the manuscript belongs in the journal
- ✓ Too much jargon or too many acronyms – keep language straightforward and easy to read
- Too much detail keep your cover letter to a maximum of one page, as an introduction and brief overview
- Any spelling and grammar errors ensure your letter is thoroughly proofread before submitting it.

#### Cover letter template

If you need help writing your cover letter, you can download and use our sample standard cover letter template as a guide.

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- Run through the 'ready to submit' checklist



## Make sure you're identifiable with ORCiD

An ORCiD is a digital identifier that distinguishes you from every other researcher. It ensures you and your research activities can easily be identified, meaning you get the credit for all the work you do. It's free to register for one and takes just 30 seconds to do.

Read <u>our guide on how to include an ORCiD</u> in your online submission.



## Have APC payment information ready (if publishing open access)

If you're submitting to a fully open access journal, you'll need the information about the person or body funding the article publishing charge (APC). You can use our <u>open access cost finder</u> to find out how much the APC will be.

Open access cost finder - Author Services (taylorandfrancis.com)



## Ensure you have information about research funders available

You should include with your submission the details of any research funding you and your co-authors have received. As well being part of the process for declaring potential competing interests, funder information you provide may be used by the publisher to advise whether the journal you've selected meets the publishing policies of your funder(s).

## Using submission systems

Academic journals use a variety of online submission systems that allow editors to quickly access your submitted work.

#### Submission systems at Taylor & Francis

If you're submitting your paper to a Taylor & Francis journal, you can find out which system your chosen journal uses on <u>Taylor & Francis Online</u> (simply search for the journal and click on the green "Submit an article" button). Then take a look at our guides to help you get everything ready to make

- Guide to using ScholarOne Manuscripts
- ▲ Guide to using Submission Portal

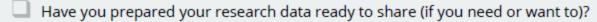
your submission.

Guide to using Editorial Manager

## **Submission checklist**



1 You can find submission system information in the IFAs. We've created guides on using the different systems that walk you through the process.



Is your article formatted following the journal's guidelines?

Have you included all references in your reference section?

Do you have the correct files ready to upload?

Have you written an effective cover letter?

Do you have written permission for any third-party materials you've included?

Have you included the name and affiliation of any co-authors?

Have you included your ORCiD?

Have you included a disclosure statement and declared any competing interests?





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Review instructions for authors and editorial policies



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Make sure you're identifiable with an ORCiD



Have any open access funding information ready



Get to grips with the submission system



Make sure you're following the right data sharing policy



Run through the 'ready to submit' checklist

## / WHAT HAPPENS AFTER SUBMISSION?

## Peer review and beyond Understand the different types of peer review Learn about the peer review process Understand how to respond to reviewer comments If your article is accepted: Sign the license agreement Select your open access options Check proofs Access your published article Create an impact with your research If your article is rejected: Understand why your paper has been rejected Carefully consider where to submit to next Find out whether transferring your manuscript is an option





# Understanding peer review



Every article published in a Taylor & Francis journal goes through rigorous peer review

## Why is peer review important?

Peer review allows your research to be evaluated and commented upon by independent experts (your 'peers') who work within the same academic field as you. Its aims are to:

- Make sure submitted articles are suitable for the journal and its readers.
- Give you detailed and constructive feedback on your work from experts in the field.
- Alert you to any errors or gaps in literature you may have overlooked.
- Create a discussion between the author, reviewers, and editor around a research field or topic.

## Before you submit your paper:

- Check your chosen journal's instructions for authors on Taylor & Francis Online.
- 2 Understand what type of peer review your article will go through (single-, double- blind or open peer review).
- 3 Know what to expect.

## The peer review process

Step **2** 

The

editor checks the paper fits the

journal's aims and

scope (on Taylor &

Francis Online).

Step 1

Editor receives a paper.

Step **3** 

Step **5** 

The editor selects reviewers (usually 2–3 of your peers) and they are sent the paper.

Step

The reviewers review the paper and provide the editor with comments, suggestions and a recommendation (reject, revise or accept).

B

editor checks the reviews and sends them to the author(s), with any additional guidance. If there are revisions the author(s) decide whether to make these and re-submit.

The

Step **6** 

> Amendments are made and the paper is re-submitted.

> > Step 7

> > > The paper is accepted, moves into production and is published.



of authors rate their satisfaction with the peer review process at Taylor & Francis as 8 or above\*.

Taylor & Francis Author Survey, 2021.

\* On a scale of 1-10, 1 being the lowest,



## What if you don't agree with the reviewers' comments?

If there's a review comment that you don't agree with, don't ignore it. Instead, include an explanation of why you haven't made that change with your resubmission. The editor can then make an assessment and include your explanation when the amended article is sent back to the reviewers.

You are entitled to defend your position but, when you do, make sure that the tone of your explanation is assertive and persuasive, rather than defensive or aggressive.

## What if you don't understand a comment?

If there are any review comments which you don't understand or don't know how to respond to, you should get in touch with the journal's editor and ask for their advice.

## What to do if your article is rejected

It's not a nice feeling to have your paper rejected, but take comfort in the fact that it happens to almost all researchers at some point in their career. It's important not to let the experience knock you back. Instead, try to use it as a valuable learning opportunity.

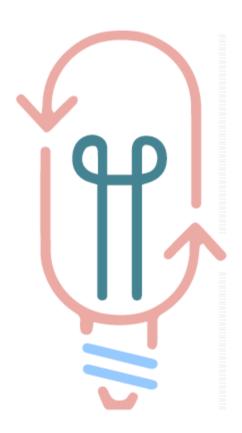
## Take time to understand why your paper has been rejected

There are many reasons why a journal might reject your manuscript. Make sure you understand why your paper has been rejected so you can learn from the experience. This is especially important if you're intending to submit the same article to a different journal.

#### Try to ask yourself the following:

- Are there fundamental changes that need to be made before the paper is ready to be published? Your feedback from the editor and reviewers should help you to understand this.
- Was this simply a case of submitting to the wrong journal? If, ultimately, your paper was rejected because it wasn't the right fit for the journal, then you might be able to submit it elsewhere. (See the next sections for details on choosing where to submit to or transferring your paper to another journal with the same publisher.)





## Carefully consider where to submit to next

When you made your original submission, you will probably have had a shortlist of journals you were considering. Return to that list and assess whether any feedback you've received or changes you've made to your article during peer review has changed your opinion.

It can be helpful at this stage to re-read the aims and scope statements of your original shortlisted journals to see whether you still feel your article would be a good fit for them.

Once you've selected which journal to submit to next, make sure that you read through its instructions for authors and reformat your article to fit its requirements. Use the feedback you received during the peer review process to help you rewrite and reformat the manuscript.

#### Find out whether transferring your manuscript is an option

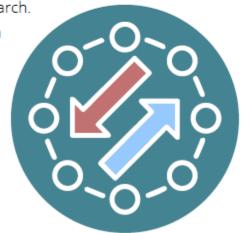
A growing number of publishers offer a transfer or cascade service to authors when their paper is rejected. This process is designed for papers which aren't suitable for the journal they were originally submitted to.

If your article falls into this category then one or more alternative journals from the same publisher will be suggested. You'll have the option to either submit to one of those suggested journals for review or to withdraw your article. And if you choose to submit, you'll be able to revise the manuscript first.

#### Advantages of article transfer

- Helps you find the right home for your research.
- You won't need to enter all the details into a new submission system, so your research is published faster and can be accessed more rapidly.

Find out more about article transfers, including FAQs about the Taylor & Francis transfer process.





# Open Access and Research Impact



# Choose Open Choose Open access when Publishing your research Open access Cost finder Open Access Agreements



Steps to Publication
Choosing your Journal
Writing your Paper
Making your Submission
Peer review
Production
After Publication

Editorial Policies
Data Sharing Policies

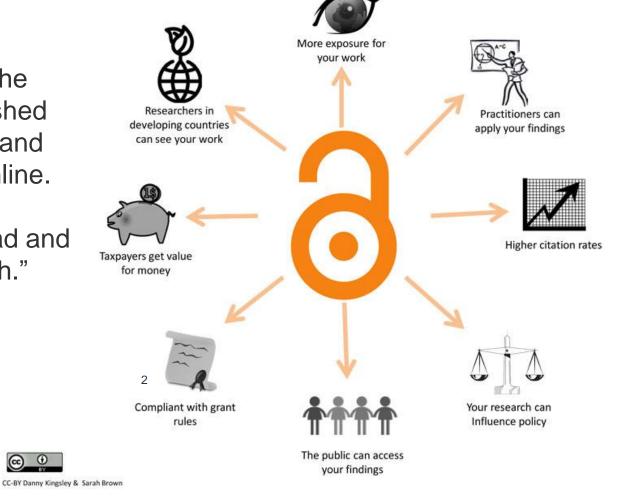


What is Open Access publishing?

"Open access (OA) is the process of making published academic articles freely and permanently available online.

Anyone, anywhere can read and build upon this research."

- Taylor & Francis 1



<sup>1</sup> https://authorservices.taylorandfrancis.com/chooseopen/publishing-open-access/

<sup>2</sup> https://www.jisc.ac.uk/guides/an-introduction-to-open-access



## Open Access Models



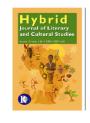
#### Green Open Access

- Article is published online and uploaded into a repository by the author
- Embargo period usually applies
- Publisher usually retains copyright
- Restrictions on reuse
- No APC to publish



#### Gold Open Access

- Article is permanently and freely available online for anyone to read
- Author retains copyright
- Author decides on license type for reuse
- APCs are usually applicable



Hybrid Journals (Open Select)

 Journals which publish articles as either Open Access or subscription-based, depending on how the author wishes to publish

Taylor & Francis Group Journals: Open access cost finder - Author Services (taylorandfrancis.com)



## Research Impact is an important topic in the research world

Every researcher wants their work to have an impact, whether that's in the world of academia, in society, or both. But creating a real impact with your work can be a challenging and time-consuming task, which can feel difficult to fit into an already demanding academic career.

This guide is designed to help you understand what impact means for you and your work, why it's important, how to achieve it, and how to measure it. We've also included inspiration and ideas to help you get started.



## What is Research Impact

In the broad sense, Impact is about looking at the effects a piece of research has had. There are many ways your research could have an impact depending on the nature of the work.

Different organizations and funders are interested in different areas of impact. So, it's important to check the different definitions of research impact put forward by your institution and potential funders to help you decide which areas of impact are important to you and relevant to your work

There are many different definitions of research impact. Not all academic organizations and funders agree on what it is. And the type of impact that's possible for a piece of research will vary considerably depending on the discipline. Choose Open Choose Open access when Publishing your research Open access Cost finder Open Access Agreements



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	RE	SEARCH IMPACT CHECKLIST
		Understand research impact and why it's important
		Learn how research impact is achieved
		Discover ways to boost the impact of your research
Increasing Impact BEFRORE Publication		Engaging with policymakers
		Choosing the right journal to publish in
		Writing with research impact in mind
		Share and promote your research
Increasing Impact POST Publication		Communications tips for sharing your research
		☐ Engaging with the media
		☐ Tips for using social media
		Learn how to measure research impact
		Useful metrics for judging the impact of your research

## **Importance of Research Impact**

Both Funders and Institutions are now placing more emphasis on the impact of research. And creating an impact with your research is becoming a more recognized form of academic success. As they can help in:

- 1. Secure Funding
- 2. Driving your Career progress



## **Secure Funding**

Funders strive to ensure that research of the highest quality is carried out and that research can demonstrate a clear positive contribution. Being able to demonstrate impact allows them to continue to justify providing funding to research. For example,:

Government policymakers want to know that they can rely on government-funded research to be high quality and highly relevant.

Charitable funders need to be able to show donors how outcomes are being improved as a result of their donations.

**Institutions such as universities** want to prove that they are the best, to attract more students, more researchers, and more donations

## Impact in research grant applications

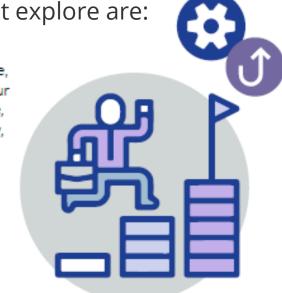
Most funding councils and bodies ask for evidence of impact in their funding applications to help make sure that research they're investing in delivers as many benefits as possible.

## **Driving Career Progression**

Demonstrating the impact of research can help you develop your career as a researcher, whether that be increasing your academic profile, or providing evidence of impact when applying for grants or positions that will allow you to take your career to the next step.

Some examples of impact you might explore are:

- Communication skills for example, through writing a lay summary of your research, presenting at a conference, running a public engagement activity, or speaking to the media.
- Project and stakeholder management – for example, by coordinating a project with a wider network of stakeholders from both within and outside academia.
- Using quantitative and qualitative information – to make evidence-based decisions.





# **Key terms and areas of impact include:**

## Academic

For example advancing and developing understanding, methods, and theory within the field or across disciplines.





### Cultural or societal

The impact research can have on people and the places where they live. There are some great examples and case studies of this, on the <u>UKRI website</u>.



# **Key terms and areas of impact include:**

## Environmental

For example, research on climate change or the preservation of endangered species.



# Policy

The impact of research on policy formulation, for example using research as evidence to influence government decisions.





# **Key terms and areas of impact include:**



Such as the development of new drugs or influencing change in medical practice.



## Economic

Impacting businesses and economic growth or development.



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BEFRORE Choosing the right jour	urnal to publish in Increases the chances of citations by 25%
Writing with research	impact in mind Increases the chances of acceptance
Share and promote your	research
increasing impact	for sharing your research
POST Publication Engaging with the me	dia
Tips for using social n	nedia
Learn how to measure re	search impact
Useful metrics for jud of your research	ging the impact



## RESEARCH IMPACT CHECKLIST Understand research impact and why it's important Learn how research impact is achieved Discover ways to boost the impact of your research Engaging with policymakers **Increasing Impact** Choosing the right journal to publish in **BEFRORE Publication** Writing with research impact in mind Share and promote your research Communications tips for sharing your research **Increasing Impact POST Publication** Engaging with the media Tips for using social media Learn how to measure research impact Useful metrics for judging the impact of your research



## How to Promote your research article

Promoting your research article can help you increase your impact as a researcher. It can encourage your peers to use your work, generate greater awareness of it, and develop your professional profile and reputation.

There are many different tools and approaches for doing this, so here are some examples:

- 1. Use Social Media
- 2. Join an academic research sharing network
- 3. Create a google scholar profile
- 4. Write a blog post
- 5. Create a video abstract
- 6. Share your ePrints
- 7. Include your article in your email signature
- 8. Present your work a conferences (Academic or non-academic)
- 9. Update webpages



## **Use Social Media**

Increasingly researchers are turning to social channels to help share their research. As a first step, check to see which platform your peers and intended readership are using and engaging with the most – you don't need to be active on all the channels.

Here are some quick tips for promoting your article on some of the key <u>social</u> media platforms (Twitter, Facebook, and <u>LinkedIn</u>):





#### Focus On The Channels That Matter

As a first step, check to see which social media platform(s) your peers and intended readership are using and engaging with the most – you don't need to be active on all the channels.

#### Connect And Engage With The Right People

Social media is, well, social. You won't have much success promoting your research on social media unless you take the time to actively connect with and engage with your target audiences. Like, comment on, and share other people's posts. Follow or connect with people who are relevant to you. If you put the effort into building relationships on social media, when you promote your research it can pay dividends — because the people you've engaged with are then far more likely to share your posts.

#### Be Human

You might be there for a purpose – i.e. to promote your work – but you also need to show that you're a human being. Don't just share links to your articles. Talk about your day-to-day research life and things that matter to you outside of work.



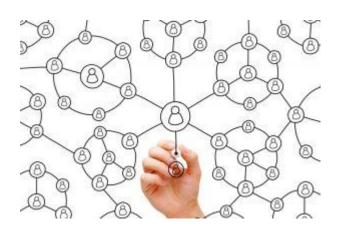
- Announce Your Publication Along With The Link of The Article. Tag coauthors, your publisher (e.g. @tandfonline), funder and institution, and anyone else you think might be interested in your paper. For Twitter you can post multiple times a day, whereas Facebook and LinkedIn once per day is optimum.
- Include Hashtags that your intended audience are using, doing a little research
  on Twitter beforehand to find the best ones to use. This will make your tweet
  part of a bigger conversation, meaning you might reach an even wider audience
  for your research. If you're attending a conference, use the conference hashtag
  (e.g. #ScholarlySummit) to discuss ideas raised during the conference, as well as
  to make connections during and afterwards.
- Consider Including A Relevant And Engaging Image, GIF or Video to represent your article, as this can make posts more appealing and encourage people to read and click. Also, make sure the image is copyright free before using, or ensure to give credit to the artist.
- Avoid Technical Jargon and create a brief of your research in 1 or 2 sentences that non-experts can understand.



# Join an academic research sharing network

There's a range of research sharing and networking sites out there that many researchers take advantage of to share their research and raise their profile. Some of the common ones that you might be familiar with are **ResearchGate**, **Mendeley**, **Academia.edu** and **Loop**.

If you have a profile on any of these platforms, then add a link to your article on your profile.





# **Create a Google Scholar profile**

Google Scholar is a popular search engine for finding scholarly literature, so adding your articles and publications to your Google Scholar profile can help drive the readership of your work. Be sure to make your profile 'public' when you create it.

## Create a video abstract

A video abstract lets you introduce readers to your article in your own words, telling others why they should read your research. These short videos (three minutes or less) are published alongside the text abstract. They are an increasingly popular way of getting others to engage with published research, increasing the visibility of your work.



# Write a blog post

Hone your writing skills by distilling a paper or thought process into a brief, readable blog post (while at the same time driving the impact of your work).

# Include your article in your email signature

Why not include a link to your research in your email signature, alerting everyone you email to your latest article? Many of the people you contact professionally are likely to be working in the same or similar fields as you. This is a quick and easy way to tell them you're published.

### Some Tips:

- Consider your audience. Think about how to pitch your project to people coming from different backgrounds.
- Simplify your language. Save the elaborate language for academic papers and specialist conferences.
- Tell a story
- Keep Learning and Keep Practicing







Benefits of Publishing Open Access with Taylor & Francis

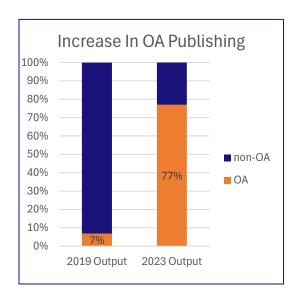


#### Why choose open access?

- Increase the discoverability and readership of your article
- Make an impact and reach new readers, not just those with easy access to a research library
- **Freely share your work** with anyone, anywhere
- Comply with funding mandates and meet the requirements of your institution, employer or funder
- Rigorous peer review for every open access article

# What's the impact of Read & Publish Agreements?

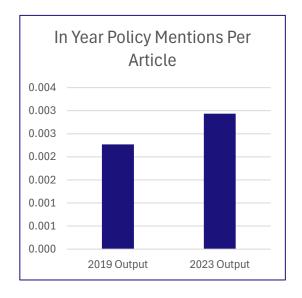
We compared the output of institutions from around the world before they started an R&P agreement in 2019, to When they had a Read & Publish agreement with Taylor & Francis in 2023.

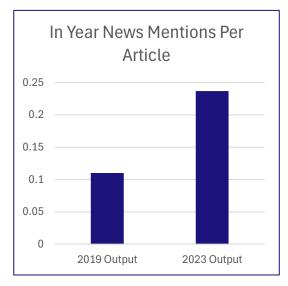


In Year Citations Per Article

0.50
0.45
0.40
0.35
0.30
0.25
0.20
0.15
0.10
0.05
0.00

2019 Output 2023 Output





The % of output that was OA grew from 7% to 77%

In year citations per article grew by 36%

In year mentions in global policy documents grew by 29%

In year mentions in global news outlets grew by 115%



# Thank you

# Mulţumesc

