

Choosing the right journal for your research

A comprehensive guide for researchers



Guidance, developments, news, and ideas for Taylor & Francis authors



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CONTENTS

/ INTRODUCTION	4	/ UNDERSTANDING JOURNAL METRICS	18
/ BEFORE YOU START	4	Types of journal metric	18
/ CHOOSING A JOURNAL CHECKLIST	5	Impact Factor	18
/ WHERE TO START WHEN CHOOSING A JOURNAL	6	5-year Impact Factor	18
Do some desk research	6	SNIP (Source Normalized Impact Per Paper)	19
Speak to colleagues, supervisors and your librarians	7	SJR (Scimago Journal Rank)	19
Explore journal suggester tools	7	CiteScore	19
Search calls for papers	7	Eigenfactor	19
		Cited Half-Life	19
		Altmetric Attention Score	19
		How much should you rely on metrics when choosing a journal?	20
/ NARROWING DOWN YOUR SHORTLIST	8	/ GETTING TO GRIPS WITH JOURNAL INDEXING AND DISCOVERABILITY	22
Get familiar with the journal's content	8	Abstracting and indexing	23
Review the journal aims and scope	8	Discovery Services	23
Understand the journal's audience	10	/ IS THE JOURNAL TRUSTWORTHY? – HOW TO AVOID ‘PREDATORY PUBLISHERS’	24
Review journal affiliations, the editorial board, and previous authors	10	Think. Check. Submit.	24
Get to know the journal's policies and procedures	11	Quality open access publishing	25
Check which article formats are accepted	12	/ WHERE TO NEXT?	25
Understand your publishing options	12	/ GLOSSARY	26
Ask about journal metrics and discoverability	12		
/ CHOOSING OPEN ACCESS – WHAT YOU NEED TO KNOW	13		
What are the benefits of publishing your research open access?	14		
Open access publishing options	14		
Gold open access	15		
Open access costs	17		
Green open access	17		
Are open access journals good quality?	17		

/ INTRODUCTION

Choosing which journal to publish your research in is one of the most significant decisions you have to make as a researcher. Where you decide to submit your work can make a big difference to the reach and impact your research has.

Given this, it's worth taking your time to consider your options carefully and analyze each aspect of journal submission – from shortlisting titles to your preferred method of publication (for example, open access).

This extensive guide covers everything you need to know to make an informed decision about where to publish your research – all in one place.

/ BEFORE YOU START

It's worth mentioning right up front that in an ideal world, you should have an idea of where you want to publish your research before you write your article.

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.



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



/ WHERE TO START WHEN CHOOSING A JOURNAL

As with the rest of your work, thorough research is key to choosing the best journal for you to publish in. Although there's no definitive figure, it's thought that there are now about 30,000 academic journals in existence – from the incredibly niche to open access mega journals. Given this overwhelming number, you need to have a few ways to narrow down the field to a shortlist of potential candidates. Here are our suggestions for doing just that:

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 tandfonline.com.



DID YOU KNOW?

STAR: help for researchers in the Global South

Researching and preparing work for submission can be challenging for authors and researchers who have fewer opportunities to access journals, whether financial, technological, or otherwise. **STAR: supporting authors in the Global South** can help by providing free access to articles from our leading journals across subject areas.

Speak to colleagues, supervisors, and your librarians

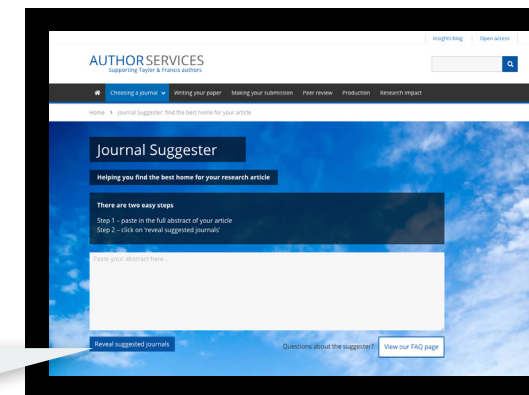
Another great way to identify the right shortlist of journals is to speak to knowledgeable people around you – colleagues, supervisors, and your institution's librarians. Depending on who you're speaking to, you can ask a whole range of questions to help you narrow down your search. Which journals do 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?



Explore journal suggester tools

Several publishers have journal suggester tools that allow you to narrow down your search. Our **Journal Suggester** works by analyzing your article abstract to find a shortlist of our journals that publish research like yours. All you need to do is copy and paste the abstract of your article and hit the **'Reveal suggested journals'** button. It couldn't be simpler.

Reveal suggested journals



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 [calls for papers page on Author Services](#).

/ NARROWING DOWN YOUR SHORTLIST

Once you have a shortlist of potential journals, the real work begins. It's time to go into some serious detail and investigate your shortlisted journals against several essential factors. We've split this section down into all the things you'll need to consider when it comes to picking the right journal for you.

Get familiar with the journal's content

Reviewing past issues of the journals you're interested in is the first step to narrowing down your choice. By familiarizing yourself with the content the journal publishes, you'll gain a greater understanding of whether your own research is the right fit for it. And it'll also help you to understand how you could build on the 'conversation' within the journal through your own paper.

A good way to keep up to date with the research being published in the journals you're interested in is by signing up for table of contents alerts. You can do this for Taylor & Francis journals by registering for an account on [Taylor and Francis Online](#). Once you're set up, you'll receive an email when new articles and issues are published in the journals you've selected.

Review the journal aims and scope

Most journals have an aims and scope statement (this is true for every journal on Taylor & Francis Online). And you can use this as a powerful resource to help you choose the best journal for your research.

What is a journal aims and scope statement?

A journal's aim is the *objective* or purpose that the journal is trying to accomplish, while the scope is *how* it will achieve this.

The aims and scope statement includes:

- ▲ A brief introduction to the journal
- ▲ An outline of the subjects covered
- ▲ The type of articles published (and what it doesn't publish)
- ▲ Its peer review policy
- ▲ Information about open access (OA) publishing options

How to use the aims and scope when choosing a journal

Once you've read the journal's aims and scope, consider the following:

- 1 **Is your research relevant to the journal's audience?**
Is the language you've used too technical for a journal that has a large, general readership? Or is your research too country-specific for a journal with a global audience? Are the journal's readers experts in several subjects, or more specialized in one? Are they academics or does the readership also include doctors, teachers or other practitioners?
- 2 **Is your manuscript type appropriate for the journal?**
For example, the journal may not accept editorials or clinical studies.
- 3 **Is your work too similar to other articles in the journal?**
Your manuscript needs to be a good fit, but the journal may not accept your article if there are too many similarities with existing articles.

i It's important to reference the aims and scope in your cover letter. This will show the editor that you've taken the time to fully consider why your article is a good fit for the journal, and how it will help to achieve the purpose of the journal.

Understand the journal's audience

We've mentioned audience briefly above. But it's worth going into more detail on this topic, as it's so important. After all, you know better than anyone who it is that you want to read your research, so making sure that the journal's audience aligns with your expectations is crucial.

On the other side, it's also vital to submit to a journal where you're confident your research will be relevant to their audience because otherwise, you risk rejection.

If you think researchers or practitioners in other fields will be interested in your study, a journal that covers a broad range of topics may be best. On the other hand, if only researchers and practitioners in your field are likely to want to read your study, then a field-specific journal is likely to be a better match.



Review journal affiliations, the editorial board, and previous authors

There are a number of factors that will allow you to understand the reach and prestige of a journal. Some key ones to consider at this stage are:

- ▶ **Editors and editorial board membership** – are the editors and editorial board members well respected in your field?
- ▶ **Journal affiliations** – is the journal affiliated to a society or association with which you're familiar? Knowing this can also help you get a better understanding of the journal's audience.
- ▶ **Previous authors** – have well-known researchers, academics or practitioners published in the journal before?

Ask yourself the following questions to help you narrow down your search:

- ▶ Do I want to publish my article in a general-interest journal, where it can reach a wide readership? Or will publishing in a specialist journal be a more effective way for my research to reach the right audience?
- ▶ Do I want to publish my work in an international journal, or is my research region-specific?

Get to know the journal's policies and procedures

Every journal has its own set of policies and procedures. These can cover everything from how they conduct peer review to the process for submitting your article.

You may well have your own view on which type of peer review you'd prefer for your article. In which case this is an important consideration. Take a look at [our peer review resources](#) to get an idea of what options you will need to choose from.

In addition to the journal's own policies, you may need to review the policies of the publishing group. For example, at Taylor & Francis, we have [a number of editorial policies](#) that apply across our whole portfolio of journals.

Check which article formats are accepted

As mentioned right at the start of this guide, finding out which article formats a journal accepts, and any word counts or other limitations, is something you should ideally do before you even write your article. Imagine cutting down 4,000 words of research paper to 2,000, or reducing references from 65 to 40 because that's the limit imposed by your target journal. Keeping specifications of a journal in mind while writing will save you a lot of time and unnecessary trouble towards the end.

The formats of article accepted by a journal are usually specified in the journal's aims and scope statement, as mentioned earlier. And there is normally more about specific layouts and word counts in the instructions for authors.



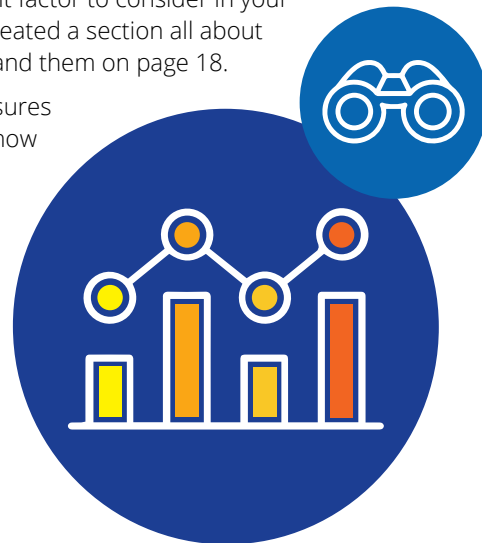
Understand your publishing options

Consider how you want to publish your research. For example, are you happy for it to be available to journal subscribers only? Or do you want it to be open access? We've got a dedicated section on open access research and what you need to know about it on the next page.

Ask about journal metrics and discoverability

Journal metrics are also an important factor to consider in your decision making. That's why we've created a section all about journal metrics and how to understand them on page 18.

And alongside how the journal measures up, you might also want to find out how discoverable it is – in other words, how easy it will be for your fellow researchers to find your article. Check out our section on journal indexing and discoverability on page 22 to find out more.



/ CHOOSING OPEN ACCESS – WHAT YOU NEED TO KNOW

Choosing to publish your research open access (OA) makes it freely and permanently available online. Anyone, anywhere can read and build upon it.

“Removing access barriers to this literature will accelerate research, enrich education, share the learning of the rich with the poor and the poor with the rich, make this literature as useful as it can be, and lay the foundation for uniting humanity in a common intellectual conversation and quest for knowledge.”

– Budapest Open Access Initiative, 2002

The number of authors choosing to publish open access has surged in recent years, with many seeing it as an opportunity to broaden the impact of their work. A number of funders and institutions now also require open access publication of research.

Taylor & Francis is one of the world's largest publishers of open access research. If you choose to publish with us, there's a wide range of open access options available to you. This means you can comply with any funder requirements and ensure your research makes an impact.

To help you decide whether open access is the right choice for your research, take a look at the following sections to learn more about the benefits and the different options available.

What are the benefits of publishing your research open access?

Open access is great for readers because it gives them immediate access to the latest research. But what are the advantages of publishing open access to you, the author?



▲ Increase the visibility and readership of your research

Research published open access is available to anyone across the globe, at any time. Greater visibility can result in increased readership and citations of your research. Both can help your career and funding prospects.

▲ Demonstrate societal impact

There's increasing pressure on researchers to show the societal impact of their research. Open access can help your work reach new readers, beyond those with easy access to a research library. Publishing OA can help policymakers, non-government agencies, the media, educators, and practitioners put your research into action.

▲ Freely share your work

With OA, you're free to share your research around the world with no restrictions or paywall. Most open access articles have a Creative Commons license which explains how others can use and share the content. [See our guide to copyright licenses for more information.](#)

▲ Comply with funder mandates

An increasing number of authors are required to publish OA by their funder, institution, or employer. [Find out about major funder mandates and policies around open access.](#)

Open access publishing options

At Taylor & Francis we offer a variety of choices for publishing open access. You can either choose to publish 'gold open access' or make your article available via 'green open access' options. Read on to find out more...

GOLD OPEN ACCESS

Gold OA means that the final published version of your article is permanently and freely available online for anyone, anywhere to read. An article publishing charge (APC) is usually applicable if you publish gold OA.

There are many different options for publishing gold OA with Taylor & Francis:



Taylor & Francis Open and Routledge Open

Every new article in our open journals is published gold OA. Some of these journals have always published exclusively open access articles, while others are part of our ongoing program of converting subscription or hybrid journals to full OA. The majority of these journals use Creative Commons licenses. [Browse our growing list of fully open access journals.](#)



Open Select

Alongside our fully open access journals, you can also choose to make your research available open access through Open Select. This allows you to publish your article OA in a journal which also publishes papers only available to subscribers, so you don't need to limit your journal choice to only fully open access journals.

To find out if a journal is Open Select, look out for this indicator at the top of the journal homepage on [Taylor & Francis Online.](#)

Publish open access in this journal

Dovepress

open access to scientific and medical research

Dove Press publishes primarily in the Health Sciences, with some content in Science and Technology. Since its foundation in 2003, Dove has built up a strong portfolio of high-quality, peer-reviewed open access journals. Over 80 of the titles are indexed in Clarivate's Web of Science and more than 60 in PubMed.

[Find out more on the Dove Press website](#)

F1000Research

F1000Research is an open research publishing platform for scientists, scholars, and clinicians. With F1000Research you can publish your results rapidly. All content – including reviewer reports and source data – is openly available, maximizing the impact of these essential research outputs. All articles benefit from transparent peer review and editorial guidance on making all source data openly available.

[You can find out more on the F1000Research website](#)

GREEN OPEN ACCESS

Green OA, also known as self-archiving, is when you post an earlier version of your manuscript in repositories and online. This enables you to share your article and comply with most funder mandates, without having to pay an APC.

Authors publishing in any Taylor & Francis Group journal can take advantage of the green open access route. This means you can deposit a version of your article in an institutional or subject repository, as well as posting it on your blog or social media profile. An embargo period usually applies before you can do this – you can find out more about embargo periods for specific journals using our [OA cost finder](#).

Open access costs

There are usually fees applicable for publishing open access – often called an article publishing charge (APC).

All the information on OA publishing options for each Taylor & Francis and Routledge journal is available in our [open access cost finder](#). You can use this page to check:

- ▲ which of our journals offer gold open access
- ▲ what the current article publishing charge (APC) is on specific journals
- ▲ what the green open access embargo periods are on our journals (see the green OA section for more info)
- ▲ which licenses you can publish under.



Are open access journals good quality?

The myth that open access journals aren't good quality (or less good than their subscription counterparts) is perhaps down to the emergence of 'predatory' or fraudulent journals. These are journals that don't provide the same quality assurance and services delivered by a reputable journal. We've got more information on checking the trustworthiness of your chosen journal on page 24.



/ UNDERSTANDING JOURNAL METRICS

Journal metrics are tools used to measure the performance and impact of a journal. They can help you to choose which journal to submit your work to. But, as we'll discuss later, they certainly shouldn't be seen as the 'be all and end all' when it comes to deciding where to publish.

For a long time, the only tool for assessing journal performance was the Impact Factor (more on that shortly). Now there is a range of different research metrics available, from the traditional Impact Factor to the CiteScore and beyond. When choosing a journal, it's vital that you consider a number of these metrics together rather than focusing too much on one – we'll explain why shortly.

But first, what do all the different metrics mean? And how are they calculated? Below, you'll find more information to help you answer these questions.

IMPACT FACTOR

The Impact Factor is the most commonly used metric to assess a journal. Different subjects have varying citation patterns, which are reflected in a journal's calculation. Released annually based on Web of Science Journal Citation Reports®, only journals in the Science Citation Index Expanded (SCIE) and Social Sciences Citation Index (SSCI) can have an Impact Factor.

How it's calculated:

Number of citations in one year to content published in the previous two years.

Number of articles and reviews published within the previous two years.

5 YEAR IMPACT FACTOR

The 5-Year Impact Factor attempts to reflect the longevity of research and is more stable year-on-year for smaller titles as there are a larger number of articles and citations included. These are useful for subject areas where it takes longer for work to be cited.

How it's calculated:

Number of citations in one year to content published in the previous five years.

Number of articles and reviews published within the previous five years.

SNIP

(Source Normalized Impact Per Paper)

SNIP is published twice a year and looks at a 3-year period. It attempts to correct subject-specific characteristics so it's easier to make cross-discipline comparisons between journals. It measures citations received relative to citations expected for the subject field.

How it's calculated:

Journal citation count per paper.

Citation potential in the field.

CiteScore

Currently available for over 22,000 journals indexed in Scopus, CiteScore aims to capture the optimum citation period for most subject areas. It is a ratio of citations to research published and looks at all content published in a journal (not just articles and reviews).

How it's calculated:

All citations recorded in Scopus in a given year to content published in the previous three years.

The number of items published in a journal within the previous three years.

SJR (Scimago Journal Rank)

The SJR aims to capture the effect the subject field, quality, and reputation of a journal has on a citation. It looks at the prestige of a journal by considering the sources of citations to it, rather than counting all citations equally. Each citation received by a journal is assigned a weight based on the SJR of the citing journal. So, a citation from a journal with a high SJR value is worth more than a citation from a journal with a low SJR value.

How it's calculated:

All citations recorded in Scopus in a given year to content published in the previous three years.

The number of items published in a journal within the previous three years.

Cited Half-Life

Cited Half-Life measures the longevity of research. It reflects how long research continues to be referred to and cited after it's been published.

How it's calculated:

The number of years after which 50% of the lifetime journal citations in a year have been received.

Altmetric Attention Score

Altmetric Attention Scores tracks the online shares and conversations relating to a piece of published research. Each online 'mention' of that research is weighted differently. So, a journal article referred to (or 'mentioned') in an international newspaper is given more weighting in the overall Altmetric Attention Score than someone tweeting about the same piece of research.



Although the Altmetric Attention Score is an article level metric, you can use it to build a picture of the reach of a journal. If the journal publishes lots of articles with higher Altmetric Attention Scores, it could be an indication that it has impact outside of academia.

How it's calculated:

Gathers data collected around research articles that aren't usage or citation data, such as mentions on social media, in news outlets, on blogs, in policy documents or patents, and in online reference managers.

Eigenfactor

The Eigenfactor measures the influence of a journal within the relevant literature over 5 years. A citation from a highly cited journal is worth more than one that receives few citations.

How it's calculated:

The number of citations in one year to content published in the previous five years (weighted).

The number of articles published within the previous five years.

How much should you rely on metrics when choosing a journal?

Metrics, and in particular the Impact Factor, have become the default way to assess the reputation and quality of a journal. However, there are various things to be aware of when assessing journal metrics...

new articles and issues are published in the journals you've selected.

Audience vs. Impact Factor

Should you select a journal that attracts a more appropriate target audience for your article, or one that has a better Impact Factor? This is a common debate within the scientific community.

Some researchers strongly recommend that you prefer your audience regardless of the Impact Factor of the journal, as it significantly increases the chances of your paper being evaluated by appropriate reviewers. Also, when your research is read by the right audience, your article gets cited more often.

The true value of an Impact Factor

Many researchers question the value of journal Impact Factors. The common argument is that since it doesn't reflect the quality of the research, it's not an appropriate determining factor for an individual's work. For example – Einstein's work, "The Electrodynamics of Moving Bodies" didn't receive many citations when it was first published, but it now gets around 1,000 citations every year.

The subject area can skew metrics

It's important to note that in some core subjects, where the number of researchers is low, journal Impact Factor will also be low. In such cases, it will almost certainly be better for you to look at journals that attract the right target audience rather than relying on Impact Factor.

So what's the best approach to choosing a journal?

It might seem tempting to select the journal with the highest Impact Factor, but it's essential to evaluate your article objectively to determine if it truly has the potential to get published in a top-tier journal.

Try to assess journals in the round, by using all the elements previously discussed in this guide, as well as Impact Factor and other journal metrics in combination. Asking senior researchers for their advice, checking the editorial board membership of the journal and whether the journal is sponsored by prestigious organizations can also further help you evaluate its credibility and reputation.

/ GETTING TO GRIPS WITH JOURNAL INDEXING AND DISCOVERABILITY

When you conduct your own research, how do you find relevant research to cite and build upon? It's likely that you use a range of databases and discovery services to find articles related to your work. This means publishing in a journal that is included in the right databases can help your research be found, cited, and deliver more impact.

Journals that are well indexed have widespread coverage in databases like Google Scholar, Web of Science, Scopus, and more. Many also use discovery services like ProQuest-ExLibris Primo and WorldCat Discovery. We've covered both indexing and discovery services here, so you have a clear idea of what to look for.



Abstracting and indexing

Taylor and Francis is dedicated to making the research we publish as widely discoverable as possible. That's why we proactively work to ensure our publications are indexed in the most relevant abstracting and indexing services. And these are the same ones you should be looking out for when choosing the journal to submit your article to:

- ▲ [Google Scholar](#) – a simple way to broadly search for scholarly literature, including articles, theses, books, and abstracts.
- ▲ [Web of Science](#) – a trusted database for finding books, research journals, and conference proceedings.
- ▲ [Scopus](#) – an abstract and citation index that holds a comprehensive overview of the world's research output in the fields of science, technology, medicine, social sciences, and arts and humanities.
- ▲ [MEDLINE](#) – the U.S. National Library of Medicine® (NLM) database, containing more than 26 million references to journal articles in life sciences with a concentration on biomedicine.
- ▲ [PubMed](#) – contains more than 30 million citations and abstracts of biomedical literature.
- ▲ [Directory of Open Access Journals \(DOAJ\)](#) – a community-curated online directory that indexes and provides access to open access, peer-reviewed journals in over 300 subject areas.
- ▲ [Education Research Abstracts Online \(ERA\)](#) – a comprehensive database of fully indexed abstracts that cover current international research in education.
- ▲ [Studies on Women & Gender Abstracts \(SWGGA\)](#) – an international abstracting database covering key areas of women's and gender studies, indexing abstracts of articles from over 1,325 sources.

Discovery Services

A [discovery service](#) is an online tool that enables easy searching from library systems across a wide range of content.

There are many different discovery services, but here at Taylor & Francis, we partner with ProQuest-ExLibris Primo, ProQuest-ExLibris Summon, EBSCO Discovery Service, and WorldCat Discovery so they have complete metadata and full text for our journals. This ensures our journals portfolio is visible and discoverable for library users around the globe.

/ 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?



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.



CASPA

DOAJ
DIRECTORY OF
OPEN ACCESS
JOURNALS

Quality open access publishing

Many researchers hold specific concerns around the quality of open access journals. So, in addition to Think. Check. Submit., you can also use the resources below to help you judge the quality of open access journals.

[Open Access Scholarly Publishers Association](#) (OASPA) and the [Directory of Open Access Journals](#) (DOAJ) are both focused on upholding the highest standards and quality of open access scholarly publishing. Working with open access publishers and journals they promote best practices across the industry.

Their [‘Principles of Transparency and Best Practice in Scholarly Publishing’](#) are a set of criteria used to assess journals or publishers. It’s also a useful list of the indicators you should look out for when assessing the quality of an open access journal. For example, reliable open access journals will have:

- ▲ an editorial board or ‘governing body’
- ▲ clear policy on conflicts of interest
- ▲ peer review process

We’re proud to be an open access publisher member of both OASPA and DOAJ.

/ WHERE TO NEXT?

Now you’ve chosen your journal, you’re probably wondering what to do next. Why not take a look at our other researcher guides to help you with everything from writing your article to navigating the submission process and promoting your published work.


- > Writing your paper
- > Article submission and peer review
- > Research impact

/ GLOSSARY

Term	Definition
<i>abstract</i>	An abstract is a brief summary of a research article, thesis, review, conference proceeding, or any in-depth analysis of a particular subject and is often used to help the reader quickly ascertain the article's purpose.
<i>aims and scope</i>	A journal's aims and scope statement lays out the objective or purpose that the journal is trying to accomplish and how it will achieve this.
<i>APC</i>	APC stands for article publishing charge. APCs are usually charged when publishing an article open access.
<i>call for papers</i>	Often, a journal will promote a particular theme or topic by putting out a call for papers, which is a specific ask for submissions related to the chosen theme.
<i>citation</i>	A quotation from or reference to a book, paper, or author, especially in a scholarly work.
<i>Creative Commons license</i>	A Creative Commons license is used when you publish your research open access. This dictates what other people can do with your article once it's published. There's more information on our website .
<i>discovery services</i>	A discovery service is an online tool that enables easy searching from library systems across a wide range of content.
<i>DOAJ</i>	The Directory of Open Access Journals, a community-curated online directory that indexes and provides access to open access, peer-reviewed journals in over 300 subject areas.
<i>editorial board</i>	The editorial board (sometimes known as an advisory board) typically consists of a group of prominent people in the journal's field. Their day-to-day role with the journal may vary, but the board will usually dictate the tone and direction the publication's editorial policy will take. They will also regularly review manuscripts submitted to the journal.
<i>editorial policies</i>	Every journal has its own set of policies and procedures. These can cover everything from how they conduct peer review to the process for submitting your article and the ethical standards required of any research submitted. In addition to the journal's own policies, the journal may also be subject to the editorial policies of the publishing group.
<i>embargo period</i>	In green open access, an embargo period usually refers to the time period that must elapse after publication before a researcher can make the accepted version of their article openly available in a repository.
<i>fully open access journal</i>	A fully open access journal is one where every article in the journal is published via gold open access (see below). This means that anyone, anywhere can read the article for free.
<i>funder requirements/ mandates</i>	A growing number of research funders now have policies requiring you to make your published work available through an open access route, whether 'gold' or 'green'. Find out more about what you need to do to ensure you comply with these mandates on our website .
<i>gold open access</i>	Gold open access means that the final published version of your article is permanently and freely available online for anyone, anywhere to read. It will also have a license applied which allows for reuse of the article by others.
<i>Google Scholar</i>	A publicly available search engine, providing a simple way to broadly search for scholarly literature, including articles, theses, books, and abstracts.
<i>green open access</i>	Green open access, also known as self-archiving, is when you post an earlier version of your manuscript in repositories and online (usually after an embargo period).

Term	Definition
<i>hybrid journal</i>	A hybrid open-access journal is a subscription journal (see below) in which some of the articles are published open access.
<i>Impact Factor</i>	The Impact Factor is the most commonly used metric to assess a journal. Released annually based on Web of Science Journal Citation Reports®, only journals in the Science Citation Index Expanded (SCIE) and Social Sciences Citation Index (SSCI) can have an Impact Factor.
<i>indexing</i>	Indexing is the process of ensuring journals are 'well-indexed' in online databases like Google Scholar, PubMed, etc. This ensures that the research published in the journal is easily discoverable.
<i>journal metrics</i>	Journal metrics are tools used to measure the performance and impact of a journal.
<i>journal suggester</i>	Several publishers have journal selector/suggestor tools that allow you to narrow down your search when choosing a journal for your work. Our Journal Suggester works by analyzing your article abstract to find a shortlist of our journals that publish research like yours.
<i>mega journal</i>	Mega journals publish a broad variety of research without judging the perceived importance of it. Instead, they look purely at the soundness of the research. Famous mega journals include PLOS ONE, Scientific Reports, and PeerJ.
<i>OASPA</i>	The Open Access Scholarly Publishers Association (OASPA) is a membership organization that was established in 2008 in order to represent the interests of Open Access (OA) publishers globally in all scientific, technical, and scholarly disciplines.
<i>open access</i>	Choosing to publish your research open access (OA) makes it freely and permanently available online. Anyone, anywhere can read and build upon it.
<i>peer review</i>	Peer review is the evaluation of research by one or more experts in the field of the research. The peer review system exists to validate academic work, helps to improve the quality of published research, and increases networking possibilities within research communities.
<i>predatory publishers</i>	Put simply, predatory publishers or 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.
<i>Scopus</i>	Scopus is an abstract and citation index that holds a comprehensive overview of the world's research output in the fields of science, technology, medicine, social sciences, and arts and humanities.
<i>self-archiving</i>	See 'green open access'.
<i>STAR</i>	Special Terms for Authors & Researchers (STAR) is a unique Taylor & Francis initiative developed to provide authors and researchers in the Global South with free access to articles from our leading international and regional journals across subject areas.
<i>subscription journal</i>	A subscription journal is a journal for which you or your institution need to have a subscription to read the articles published in it.
<i>Think. Check. Submit.</i>	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.
<i>Web of Science</i>	Web of Science is a trusted database for finding books, research journals, and conference proceedings.

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