

OA Author Workflow and Publishing Tips

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Agenda

Making use of the Wiley OA Agreement as a CSUC author

What is an OA Transformational Agreement?

Authors Workflow

- How authors submit requests for open access within a hybrid journal

Resources

How to Get Published in Academic Journals

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OA
Transformational
Agreement

What are the benefits?



Transformational Agreements

▪ What is a Transformational Agreement?

- Transformational Agreements (sometimes also referred to as Transitional Deals or Transformative Agreements) are contracts negotiated between institutions (libraries, national and regional consortia) and publishers that transform the Agreements that Consortia have with publishers, moving from one based on paywall access (subscriptions) to one in which publishers are paid for their open access publishing services. This enables institutions, researchers and publishers to transition to a more open future in a sustainable way.

▪ How does it work?

- Your agreement combines both read access to the vast majority of Wiley's journal content, with Open Access publishing, in all our hybrid journals that offer some form of OA publishing. (Hybrid journals are journals that are paid subscription journals, but also allow articles to publish OA in them for a fee.)
- It allows authors who are affiliated to your institution, the option to publish their article OA in all our hybrid journals.

Types of journals

Included:

Hybrid journals:

- Subscription journal that allows open access publications
- Article can be published behind or outside paywall
- Majority of Wiley journals are hybrid.

Limited (next year):

Open access journals:

- Articles are freely accessible online
- Authors pay an Article Publication Charge (APC)
- The APC can be paid via the author's institution or funding.

Not included:

Subscription only journals:

- Free to publish but need to be subscriber to read

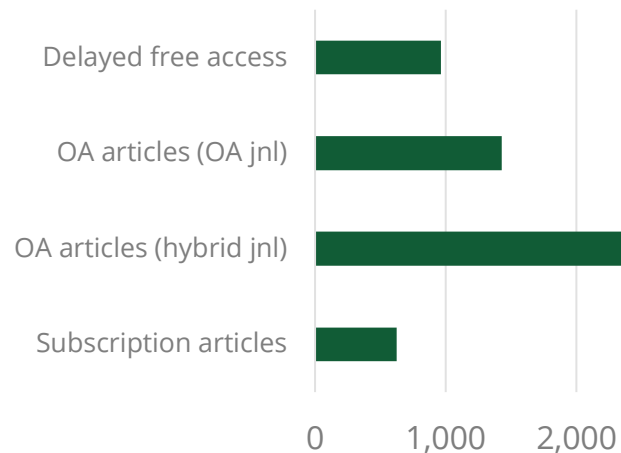
How open access is transforming research communication



3x Downloads

On average, open access articles were downloaded 3x as much as subscription articles

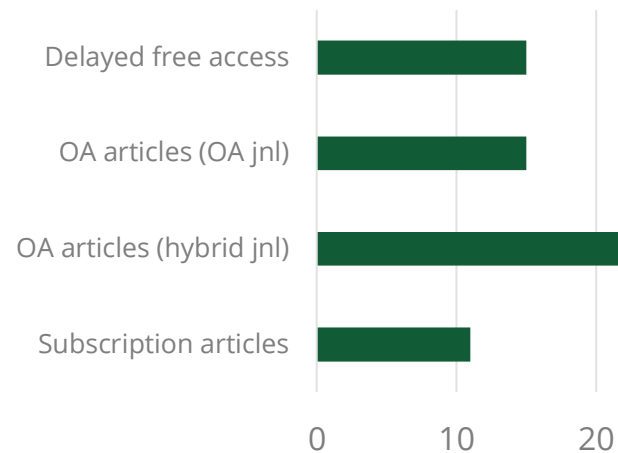
Av full text downloads per article



≈2x Citations

Open access articles were cited nearly twice as much compared to subscription articles

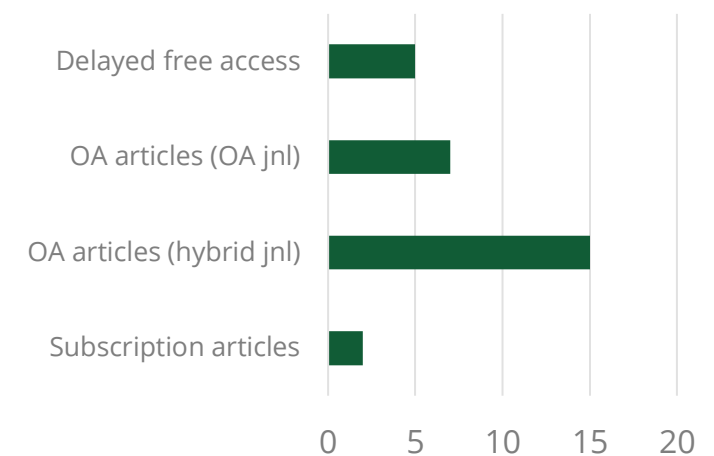
Av citations per article (Dimensions)



4.5x Altmetric Score

Open access articles received 4.5x as much Altmetric attention as subscription articles

Av altmetric score per article



Article Type Eligibility

Article Classification	<u>Eligibility for OA</u> <u>Publishing in Hybrid</u> <u>Journal</u>
Abstract	N
Announcement	N
Career and Management	N
Case Study	Y
Classification	N
Commentary	Y
Correction	N
Correspondence	N
Data Article	Y
Editorial	N
Education	Y
Events	N
Index	N
Introduction	N

Lecture	Y
Media Review	N
Meeting Report	N
Method and Protocol	Y
News	N
Obituary	N
Opinion	N
Perspective	Y
Practice and Policy	Y
Profile	N
Rapid Publication	Y
Research Article	Y
Retraction or Concern	N
Review Article	Y
Short Communication	Y
Technical Note	Y

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Authors' Workflow for Hybrid Journals



Author Services Invitation

Invitation

Authors are invited to Author Services when their article has been accepted by a journal, regardless of institutional affiliation.

To begin the author workflow for the article, they click on the 'Manage article' button.

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My Articles

Communication History

Order History

My Author Profile

My Articles

Articles missing?

Filter my articles

35 articles

Filter my articles by title, journal or DOI

Action required



Journal of Field Robotics

Test article

DOI: 10.1002/rob.23166

Status: In Production

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Author news delivered straight to your inbox

Sign up to receive important and relevant news for authors:

- Your article metrics reports
- New journal launches in your field
- Wiley's author update with news and services that can help you elevate the impact of your research

Sign me up

Help

Manage Article

Author Services Dashboard

Any articles requiring actions will be automatically featured on the top of the list; old articles after those with actions required.

'Manage article' button kicks off the process.

Manage this article



International Journal for Numerical Methods in Biomedical Engineering

Test article

DOI: 10.1002/cnm.4414

Status: In Production

⚠ Required Actions



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Publication History



Accepted
January 26, 2021

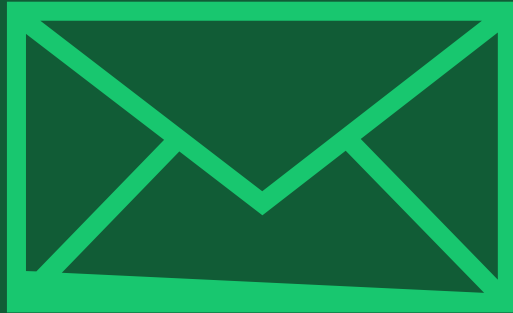


In Production
See required actions for next step

Help with this article

For help with your license or ordering open access, please visit our [FAQ page](#) or start a chat with Customer Support by clicking the Help icon below.

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Step 1:

Confirm Author Role

Confirm Author Role

Author Role

The author list will show all authors from the manuscript.

Author has two options – to select one or more Corresponding Authors from the list and confirm, or to select “This list is incorrect”.

The screenshot shows the Wiley Author Center interface. At the top, the Wiley logo is on the left, and navigation links for Home, My Dashboard, Authors, Reviewers, Editors, and Help are in the center. A search bar and LOGIN/REGISTER links are on the right. Below the navigation bar, there are tabs for MY ARTICLES, COMMUNICATION HISTORY, ORDER HISTORY, and MY AUTHOR PROFILE. The main content area shows a link to 'Back to Manage this Article' and the article title 'Rapid Communications in Mass Spectrometry' with the subtitle 'Optimization of compound-specific chlorine stable isotope analysis of chloroform using Taguchi design of experiments'. The DOI is doi.org/10.1002/rcm.8922. A sidebar on the left contains a 'Confirm Author Roles' button and a list of options: Funders & Grant Details, Your Affiliations, Copyright ownership, License Selection, and License Signing. The main content area is titled 'Confirm corresponding author(s)' and includes a note that corresponding authors' contact information will be included in the final published article. Below this, a list of authors is shown with checkboxes: Berhane Abrha Asfaw, Kaori Sakaguchi-Söder, Anat Bernstein (selected as 'Corresponding author'), Hagar Siebner, and Christoph Schüth. A warning box on the right states that selections made here will be reflected on the final published paper and that the selection cannot be changed during proofing. At the bottom right, there is a link 'This list is incorrect' and a button 'Confirm 1 corresponding author' with a right arrow.

Confirm Author Role

Author Role

Selecting "This list is incorrect" displays this interstitial screen.

The option(s) selected here determine whether Customer Support needs to intervene, or whether the author can proceed through the workflow.

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Rapid Communications in Mass Spectrometry

Optimization of compound-specific chlorine stable isotope analysis of chloroform using Taguchi design of experiments

DOI: doi.org/10.1002/rcm.8922

Confirm Author Roles

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Your Affiliations

Copyright ownership

License Selection

License Signing

The author list is incorrect

Tell us more about the problems you see with your author list. Check all that apply:

- One or more authors are missing
- Someone is listed as an author but should not be listed
- The list is out of order
- An author has changed their name
- One or more names are spelled or formatted incorrectly
- Something else is wrong

Please tell us more about your issue

[← Corresponding Authors](#)

Confirm [→](#)

Confirm Author Role

Route 1

If author selects “The list is out of order”, “An author has changed their name” or “One or more names are spelled or formatted incorrectly”, the author sees a confirmation screen before proceeding to the Confirm Responsible Corresponding Author screen.

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Optimization of compound-specific chlorine stable isotope analysis of chloroform using Taguchi design of experiments

DOI: doi.org/10.1002/rcm.8922

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Based on the information you provided, you can still proceed with completing your required actions

- If you have not yet reviewed your proofs, you can make these corrections at that time.
- If you have already reviewed your proofs, please contact the production office with your corrections. You should still complete your required actions at this time.

Confirm →

Confirm Author Role

Route 2

If the author selects “One or more authors are missing”, “Someone is listed as an author but should not be listed” or “Something else is wrong”, the author cannot continue and must wait for Customer Support to deal with the issue.

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Rapid Communications in Mass Spectrometry

Optimization of compound-specific chlorine stable isotope analysis of chloroform using Taguchi design of experiments

DOI: 10.1002/rcm.8922



Corrections to the author list have been requested

We have shared your concerns with our support team. Someone from Wiley may reach out for additional information as needed.

Based on the information you provided, we must address these corrections before you are able to complete required actions. We apologize for the inconvenience.

What's next:

You will be invited back to Author Services to finish required tasks once our production office has corrected the issue.

Confirm Responsible Corresponding Author

This screen displays the list of Corresponding Authors selected from the previous screen.

The padlock icon next to author names indicates the author may be eligible for APC coverage.

Only one author can be selected as the Responsible Corresponding Author. They will be the only person responsible for **signing the license**, and whose affiliations will be used to determine their **eligibility** for APC coverage.

Confirm Authors

Funders & Grant Details

Affiliations

Copyright ownership

License Selection

License Signing

Which corresponding author is responsible for remaining publication activities?

Wiley requires **one** corresponding author to be assigned to complete remaining pre-publication activities, including:

- Confirming the article's funding information
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Article may be eligible for Open Access APC funding or discount

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- Information provided at submission indicates **Berhane Abrha Asfaw** may be affiliated with **Technische Universität Darmstadt**, **Technische Universität Darmstadt** and **Technische Universität Darmstadt**.

If you wish to participate, they should be assigned as the responsible corresponding author.

Berhane Abrha Asfaw

Kaori Sakaguchi-Söder

Anat Bernstein

Hagar Siebner Responsible corresponding author

Christoph Schüth

← Corresponding authors

Assign responsible author →

Confirm Responsible Corresponding Author - Confirmation

If the author selects themselves as Responsible Corresponding Author, they continue to the Funder/Grant details screen.

If the author selects someone else as Responsible Corresponding Author, there's a confirmation screen.

When the nominated Responsible Corresponding Author logs into Author Services from their invitation email, they will be taken straight to the Funder/Grant details step.

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Rapid Communications in Mass Spectrometry

Optimization of compound-specific chlorine stable isotope analysis of chloroform using Taguchi design of experiments

DOI: 10.1002/rcm.8922

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Funders & Grant Details

Affiliations

Copyright ownership

License Selection

License Signing

Confirm change of responsible author

In order to proceed, please provide us with an up-to-date contact email address for **Anat Bernstein**.

Email address

Once you confirm, you will no longer be responsible for completing required actions.

Anat Bernstein will be responsible for the following:

- Confirming the article's funding information
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- Arranging payment for Open Access fees, when applicable
- Signing the copyright license and/or gathering signatures from copyright owners
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[← Responsible author](#)

Confirm change [→](#)

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Step 2:

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Funders & Grant Details

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The author is presented with reported funders (if provided at submission) and is given an additional option to add/edit any new/existing funder(s).

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Journal of Adolescent & Adult Literacy

Test article

DOI: 10.1002/jaal.81557

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Correctly declaring your funders helps us ensure that you're compliant with any funder mandates and determines if you're eligible for OnlineOpen funding.

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Test article
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Please provide grant details for the funders

If you have received a grant number from your funders, please add it here. If you did not receive any number, then please check 'I have not received a number for this grant'.

Wellcome Trust

Grant Number * Add Recipients (optional)

Enter grant number Add one or more recipients

I have not received a number for this funder

← Funders

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Step 3:

Confirm Affiliations

Confirm Institutional Affiliation – Ringgold Exact Match

Confirm/Enter Institutional Affiliation – Exact Match

Authors need to confirm or edit their institutional affiliation.

This information is pre-populated based on the Responsible Corresponding Author's details provided through our submission systems, at the point of submission of the article.

This step should always be the Responsible Corresponding Author's institutional affiliation(s).

The presence of a green bar on the left-hand side of the box, in addition to the 'Verified' text with a green tick, shows that the information entered has been recognised by the Ringgold database.

The screenshot shows the Wiley submission system interface. At the top, the Wiley logo is on the left, and navigation links for Home, My Dashboard, Authors, Reviewers, Editors, and Help are in the center. A search bar and a user profile icon are on the right. Below the navigation, there is a 'Back to Dashboard' link. The article title 'Journal of Adolescent & Adult Literacy' and 'Test article' are displayed, along with the DOI: 10.1002/jaal.81557. A sidebar on the left contains a list of sections: Funders & Grant Details (with a green checkmark), Affiliations (highlighted with a green arrow), Copyright Ownership, Open Access Options, License Agreement Types, Payment, and License Submission. The main content area is titled 'Please confirm your affiliations for this article' and includes instructions and a list of bullet points: 'Do not include any of your co-authors' affiliations.' and 'When searching for your affiliation, select your institution only; do not include a department, office, or other subdivision (e.g., enter "University of Oxford" and not "University of Oxford Department of Economics"). Using a specific department or subdivision may affect the open access payment options you are offered.' Below this, a table shows a verified affiliation: 'Universitat Basel, BASEL, BASEL-STADT, CH'. The 'Verified' status is highlighted with a green box and a green tick. To the right of the affiliation are 'Edit' and 'Delete' icons. At the bottom right, there is a '+ Add affiliation' button. At the bottom of the page, there are two buttons: 'Funders & Grant Details' and 'Confirm & proceed'.

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Journal of Adolescent & Adult Literacy

Test article
DOI: 10.1002/jaal.81557

[Funders & Grant Details](#) ✓

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- When searching for your affiliation, select your institution only; do not include a department, office, or other subdivision (e.g., enter "University of Oxford" and not "University of Oxford Department of Economics"). Using a specific department or subdivision may affect the open access payment options you are offered.

Verified ✓ ⓘ	Edit	Delete
Universitat Basel BASEL, BASEL-STADT, CH		

+ Add affiliation


← Funders & Grant Details


Confirm & proceed →

Confirm Institutional Affiliation – Ringgold Exact Match (Homepage View)

Confirm/Enter Institutional Affiliation – Exact Match

Moreover, to make this obvious to authors, when eligible institutional affiliation is inherited from Electronic Editorial Office and there is an exact match, the custom eligibility message **will show on the main homepage of Author Services**, as well.

 Action required




Article is eligible for Open Access through your institution at no fee

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Journal of Field Robotics

Test article

DOI: 10.1002/rob.23163

Status: In Production

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Enter Institutional Affiliation – No Affiliation Provided (Geotargetting)

Enter Institutional Affiliation – No Affiliation Provided

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Journal of Adolescent & Adult Literacy
A Conceptual Framework for Authentic Writing Assignments: Academic and Everyday Meet
DOI: 10.1002/jaal.1260

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Enter Institutional Affiliation - No affiliation provided

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Journal of Adolescent & Adult Literacy

Test article
DOI: 10.1002/jaal.79856

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Max-Planck-Gesellschaft
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ALL OTHER INSTITUTIONS

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BAD NAUHEIM, HESSE, DE

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Cancel

Proceed →

Enter Institutional Affiliation - Multiple Wiley Open Access Account Affiliations

Enter Institutional Affiliation - Multiple WOA Affiliations

If the author enters affiliations with multiple institutions and more than one of the institutions has a Wiley Open Access Account, an additional screen will be presented asking the author to select which institution is most appropriate to cover the open access fees.

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Journal of Adolescent & Adult Literacy

Test article

DOI: 10.1002/jaal.81557

- [Funders & Grant Details](#) ✓
- Affiliations**
- Copyright Ownership
- Open Access Options
- License Agreement Types
- License Submission

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We noticed that the institutions below have an agreement with Wiley and may make your article eligible for free open access. As per the agreement, the article publication charge will be covered by the account associated with the institution you were primarily involved with during research.

Verified ⓘ

University of Oxford
OXFORD, GB

Verified ⓘ

Max-Planck-Gesellschaft
MÜNCHEN, BAVARIA, DE

[← Affiliations](#) [Confirm & proceed →](#)

Confirm/Enter Institutional Affiliation – Multiple Wiley Open Access Account Affiliations

Enter Institutional Affiliation – Multiple WOA Affiliations

Authors will see a purple 'Open Access' box to alert the author that they have triggered the eligibility criteria for funding based on their affiliation.

The lack of this purple box, in this case for the University of Basel, also confirms that this institution does not currently have an agreement with Wiley to cover APCs for their researchers.

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Journal of Adolescent & Adult Literacy

Test article
DOI: 10.1002/jaal.81557

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Copyright Ownership

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Verified ✓ ⓘ

Universitat Basel
BASEL, BASEL-STADT, CH

[Edit](#) [Delete](#)

Verified ✓ ⓘ

Max-Planck-Gesellschaft
MÜNCHEN, BAVARIA, DE

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Open Access

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Step 4:

Copyright Ownership Selection

Copyright Ownership

Copyright Ownership

Author is presented with the Copyright Ownership selection.

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Journal of Adolescent & Adult Literacy

Selenium-OO-Test-2020-04-16WAT9a8kR5Y

DOI: 10.1002/jaal.81557

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[Affiliations](#)



Copyright Ownership

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License Agreement Types

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License Submission

Please specify who owns the copyright for this article

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Contributor-owned work

This is the correct selection for most authors. It is customary in most academic and healthcare institutions for faculty to retain copyright for articles that they have authored. Please check whether different policies apply in your institution.

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Applies only to employees of the U.K. Government.

Non-Governmental Organization work

Applies only if the work was carried out during the course of employment by a Non-Governmental Organization.

Other Government work

Applies only to government employees outside of the U.S. and U.K.

Company/institution-owned work

This does not typically apply to most universities and academic institutions. Applies when an organization, often a commercial corporation, owns the copyright of a work either because there is a specific clause in the author's contract of employment that states the company/institution's ownership of its employees' intellectual property, or it has been contracted ('made for hire').

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Step 5:

Confirm Open Access Option

Open Access Option

Open Access

Author is presented with the choice of publishing their article in open access.

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International Journal for Numerical Methods in Biomedical Engineering
Test article
DOI:10.1002/cnm.4413

[Funders & Grant Details](#) ✓

[Affiliations](#) ✓

[Copyright Ownership](#) ✓

Open Access Options

License Agreement Types

License Submission

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Open Access

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Step 6:

License Agreement Types

License Agreement Types

License Agreement

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International Journal for Numerical Methods in Biomedical Engineering
KEMO test 4
DOI:10.1002/cnm.36197

[Funders & Grant Details](#) ✓

[Affiliations](#) ✓




[Copyright Ownership](#) ✓

[Open Access Options](#) ✓

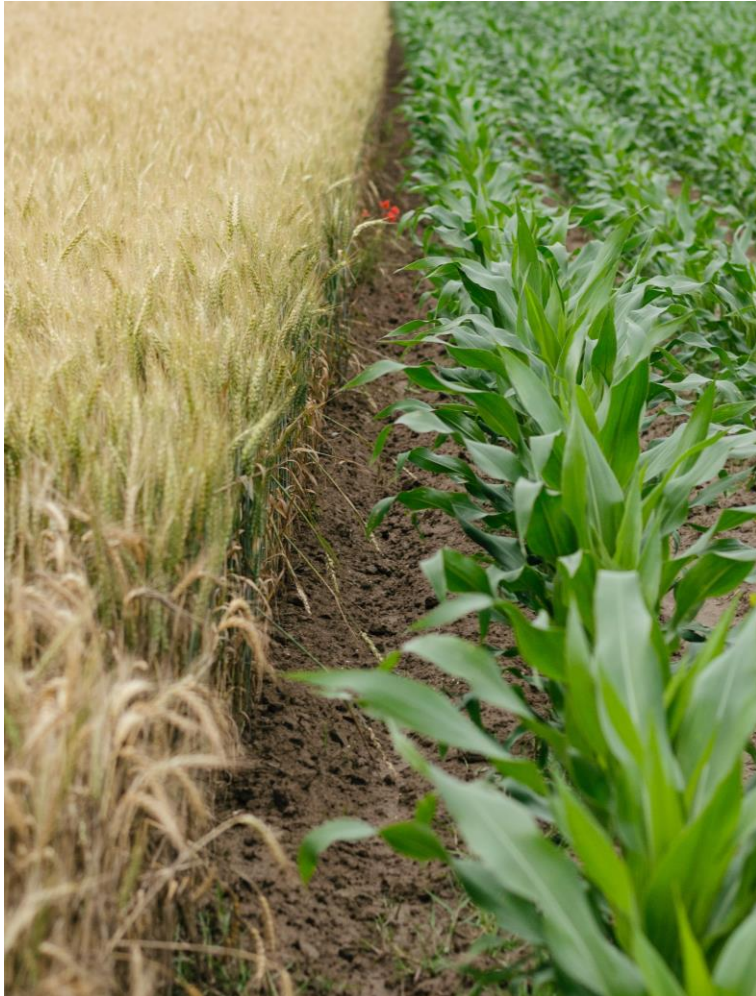
License Agreement Types

License Submission

Based on the information you provided, these are your available license options. Please make a selection below.

	CC BY  Creative Commons Attribution	CC BY-NC  Creative Commons Attribution NonCommercial	CC BY-NC-ND  Creative Commons Attribution NonCommercial NoDerivatives
	<input type="radio"/> Choose CC BY	<input type="radio"/> Choose CC BY-NC	<input type="radio"/> Choose CC BY-NC-ND
Authors can:			
Generally retain copyright grant a non-exclusive license			
Enter into other publishing agreements	✓	✓	✓
Archive in an institutional repository, subject archive or personal website			
Readers can quote and cite in research	✓	✓	✓
Readers can:			
Create modified versions including abridgments, annotated versions, excerpts and figures	✓	✓	—
Release modified versions under terms of their choosing including CC license			
Readers can redistribute commercially	✓	—	—
	<input type="radio"/> Choose CC BY	<input type="radio"/> Choose CC BY-NC	<input type="radio"/> Choose CC BY-NC-ND

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Step 7:

License Submission

License Submission

Sign & Submit

The next step is license signing.

If the Responsible Corresponding Author correctly added a mandated funder as one of their original research funders for this paper, authors will automatically be asked to review and sign a CC-BY license.

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Journal of Adolescent & Adult Literacy

Test article
DOI: 10.1002/jaal.81557

- [Funders & Grant Details](#) ✓
- [Affiliations](#) ✓
- [Copyright Ownership](#) ✓
- [Open Access Options](#) ✓
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Journal of Adolescent & Adult Literacy

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Once the Responsible Corresponding Author has signed and submitted their license for this article, their funding request will be submitted.

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Test article

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- Strongly disagree
- Disagree
- Neither agree nor disagree
- Agree
- Strongly agree

Please add any comments below to expand on your reply.

SUBMIT

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Author Workflow: Author Services Updates

New Features to Improve the
User Experience



Author Services

New features

Help 24/7 via chat.

The screenshot displays the Wiley Author Services website interface. At the top, the Wiley logo is followed by navigation links: Home, My Dashboard, Authors, Reviewers, Editors, and Help. A search bar and buttons for LOGIN and REGISTER are also present. The main content area is divided into two sections: 'Login' and 'New to Wiley?'. The 'Login' section contains a form with fields for 'Primary Email Address*' (with a placeholder 'Enter Email') and 'Password*' (with a placeholder 'Enter Password'). A 'Forgotten password?' link and a 'Login' button are located below the password field. The 'New to Wiley?' section features a text box stating 'With your Wiley ID, you can access and manage your account on:' followed by a bulleted list: 'Wiley Online Library' and 'Wiley Authors'. A 'Register' button is partially visible. A chat window is overlaid on the right side, titled 'Chat', with fields for 'First Name', 'Last Name', 'Email', and 'Subject', and a 'Start chat' button. The footer contains four columns: 'Wiley Authors' (with links to Resources and My Dashboard), 'Help' (with links to Browse Help Resources and Contact Author Support), 'Legal' (with links to Private Policy and Terms and Conditions), and 'Stay Connected' (with social media links for Wiley in research and @wileyinresearch).

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Resources

For administrator and authors

Wiley Open Access Resources

For Authors:

- [Open Access Resources for Researchers](#)
- [Author Compliance Tool](#)
- [Author Services website](#)
- [Affiliation Policy and Payment Info for Authors](#)
- [Funder Agreement](#)

How to get Published in Academic Journals

Overview of the Publishing Process

*Anna Savage, Journals Publishing Assistant
July 2022*



Today's Session

- Before Publication
- Submission
- After Publication



Wileyauthors.com



@wileyinresearch

Why Publish?

Registration

Establish the ownership and the priority of your work

Recognition

Acknowledgement by your peers

Career Progression

Promotions, grant applications, research funding

Responsibility

To society, to your institution, taxpayer-funded research, to make a contribution to scientific progress



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Before Publication

Writing your article and finding
the right place to publish



What are you Writing?

Start thinking before you start writing

Keep thinking when you've finished writing



What type of article are you writing?



Who are you writing for?



What will make this publication successful for you?



Be self-aware



Finding a Journal

How to generate a list of potential journals:

- Where do you read papers related to your research?
- What journals have you cited or intend to cite in your own research?
- What do your peers suggest?
- Where does your supervisor want you to publish?

Journal Finders

Publishers and subject sites (blogs, etc) provide guidance on the best places to publish (especially useful for specialist subjects). They might have journal lists or journal finder tools, such as the one on the right from Wiley.

Find the journal that's right for your research Beta

Not sure where to submit your article? Our Journal Finder Beta can suggest Wiley journals that may be relevant for your research. Simply enter your title and abstract and we'll create a list of potential journals for you to consider. We also recommend reviewing the journal's Aims and Scope before deciding where to submit.

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FIND MATCHING JOURNALS FIND JOURNAL BY TITLE

Enter your manuscript information • Both fields are required

Manuscript title

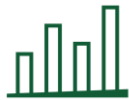
Manuscript abstract

0 of 3000 characters Please continue to enter more info for better results

Other Considerations

- Aims & Scope
- Review and publication timescales
- Likelihood of acceptance
- Article Types

And what else?



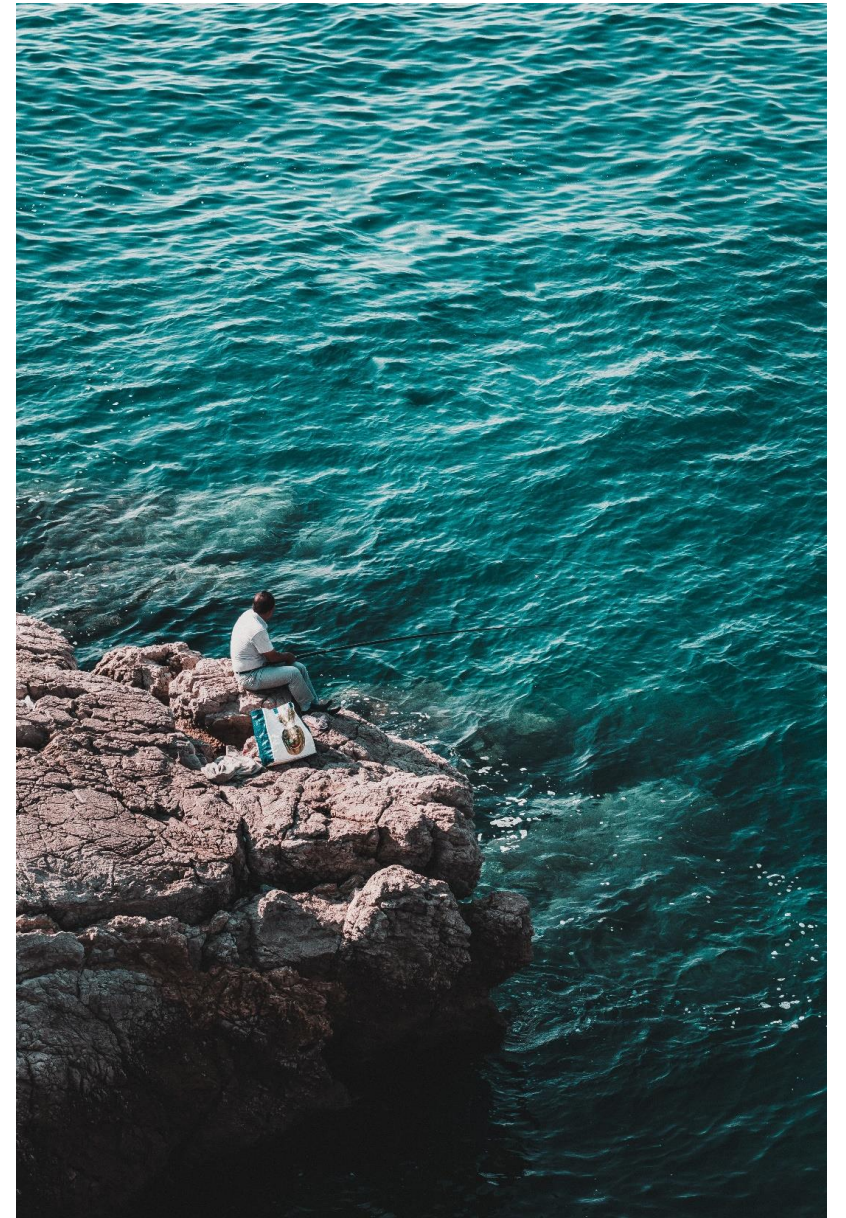
Impact – citations, metrics



Promotion - social media, sharing



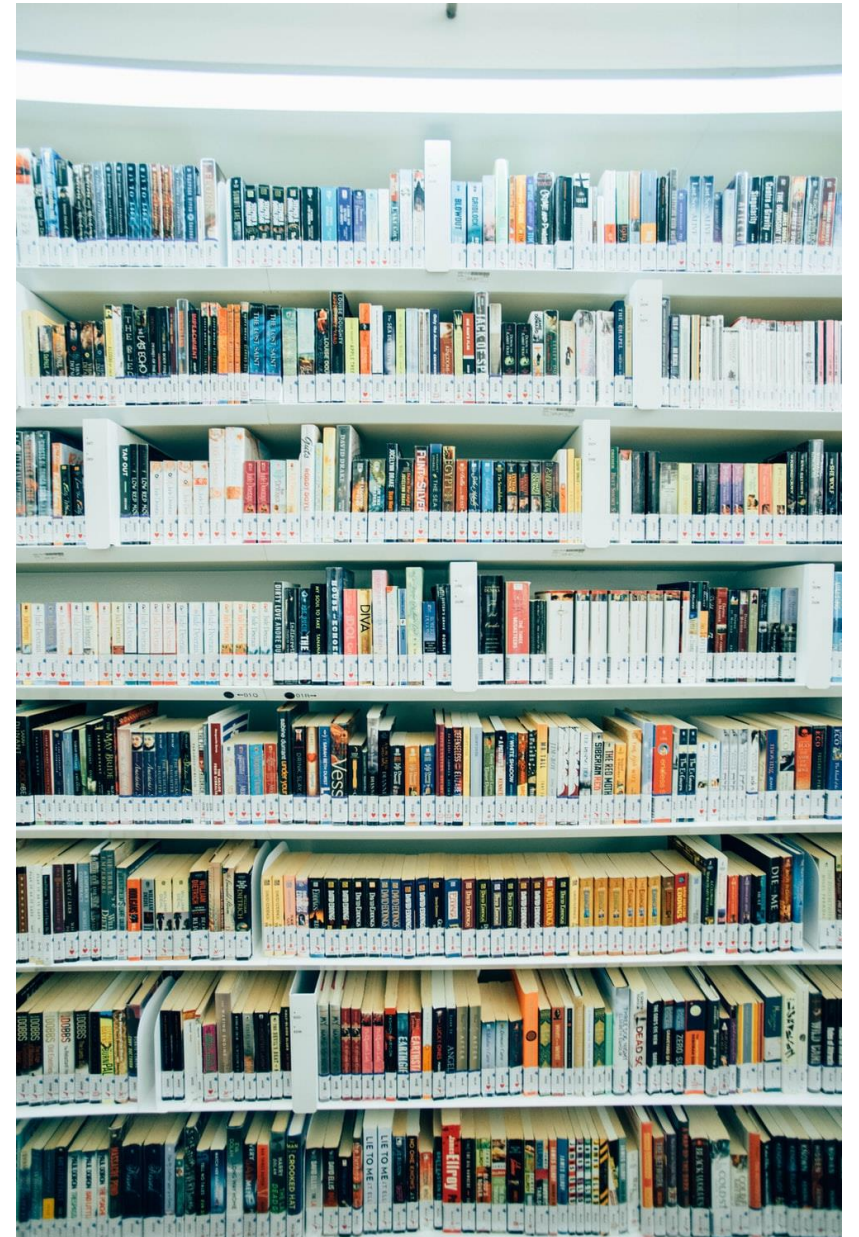
Accessibility – readership, Open Access



Structure of a Research Article

- Title
- Abstract
- Introduction
- Method/Experimental Section
- Results and Discussion
- Conclusion
- References
- Authors/Acknowledgements

READ AUTHOR SUBMISSION GUIDELINES!



Titles are Vital!

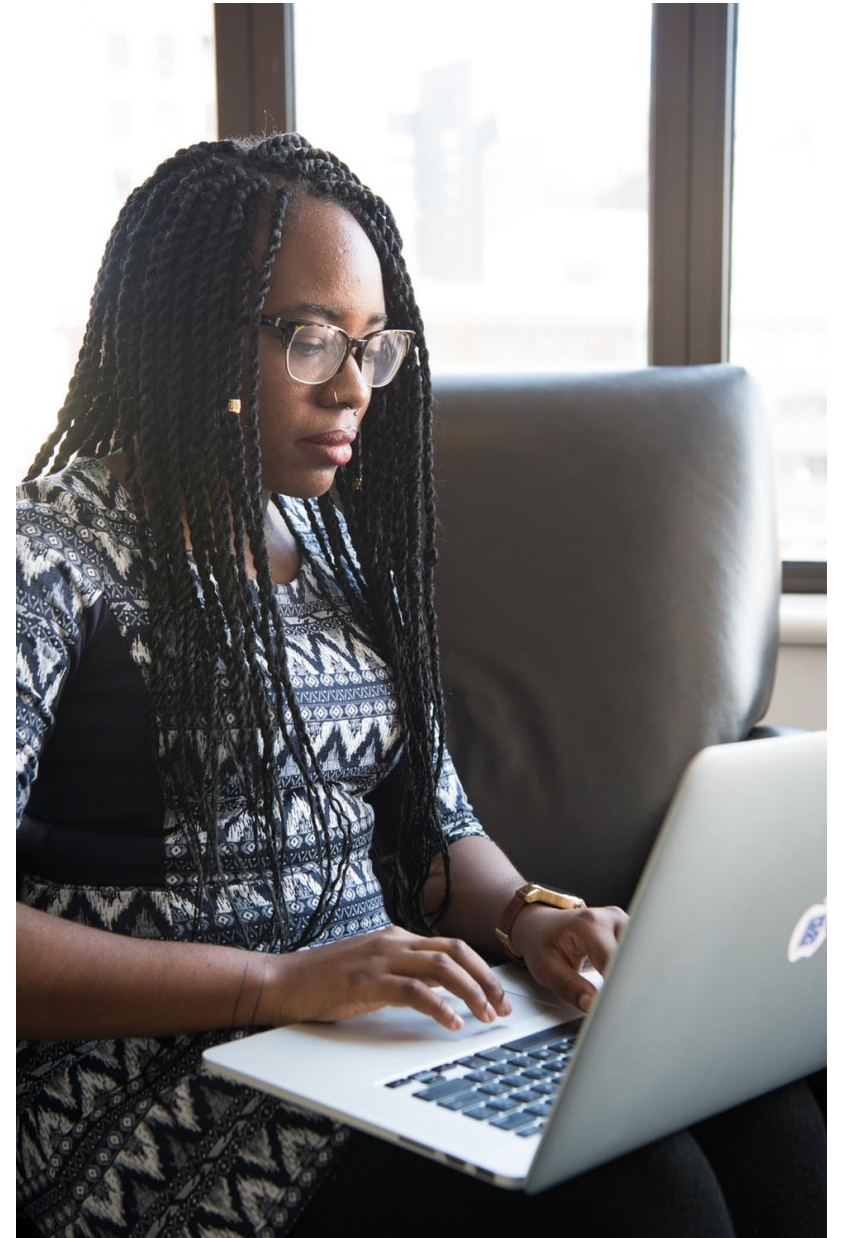
What makes a good research article title?

- **Short;** typically 10 to 20 substantial words
- **Keywords** up front, and optimised (N.B. Google et al.)
- Clearly states a **key finding**, or **asks a question**
- Use **current terminology** in your field of study, e.g. coronavirus, Covid-19 or SARS-CoV-2
- Stimulate reader **interest**



References

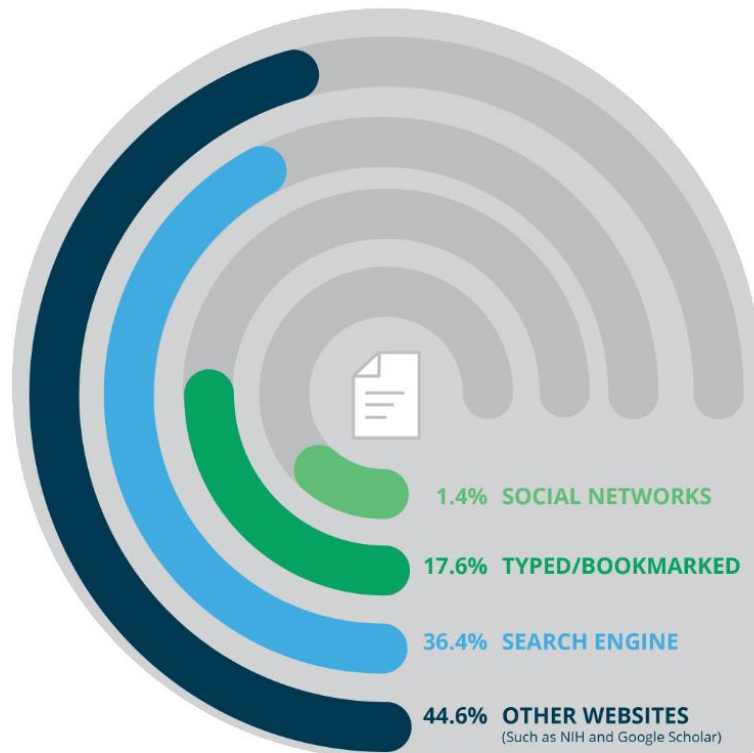
- More mistakes are found here than in any other section of most papers
- Be sure to cite **all** the papers on which your work is based
- Make sure your citations are **relevant**
- If you have published lots of papers before, try to **avoid excessive self-citations**
- Most journals are international – avoid citing too many publications from a single region



The Importance of Search Engine Optimisation (SEO)



Visits to Wiley Online Library (WOL)
May 2018 – May 2019



Title: Core keywords / key-phrases

Abstract: Repeat core keywords / key-phrases 2 – 3 times, and add other field-related ones

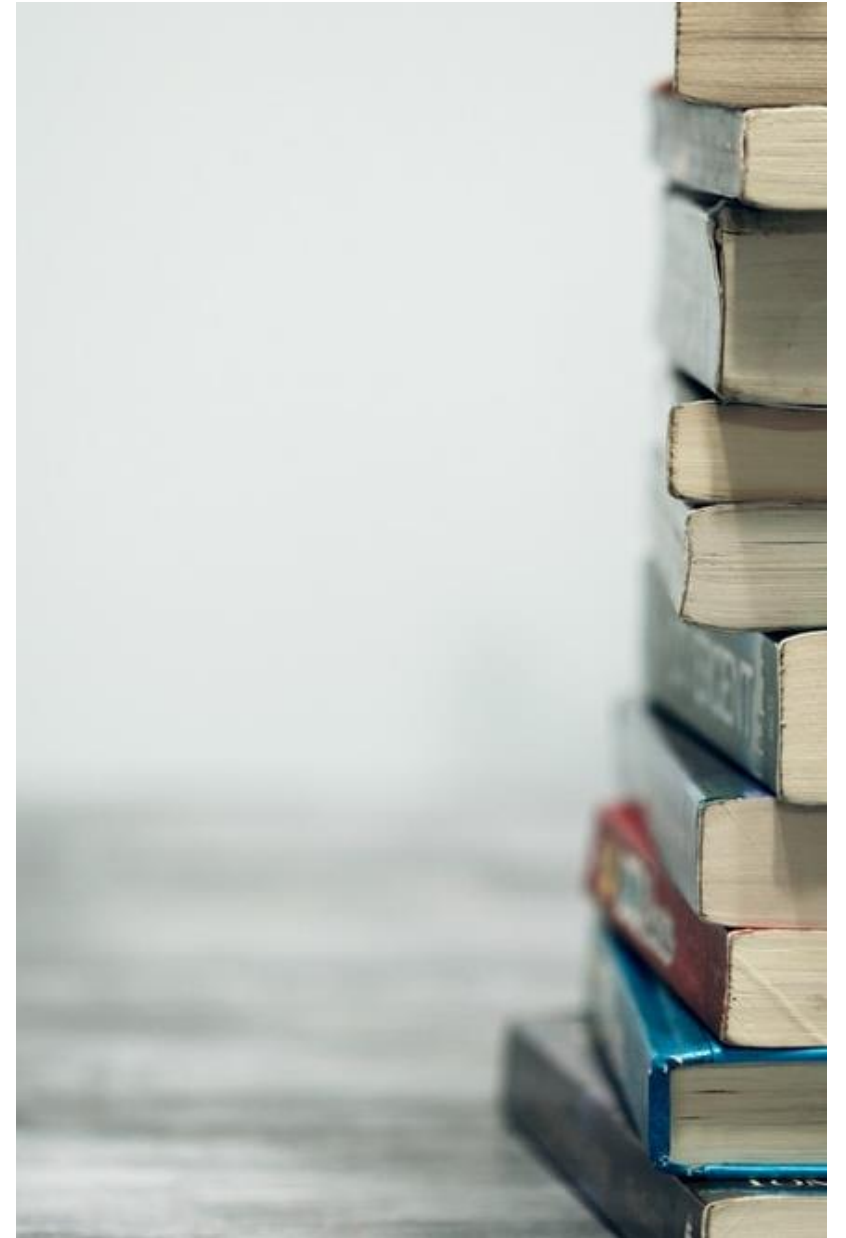
Headings and body text: Consistent use of keywords

How to get published when English is not your primary language?

- Read widely
- Keep the language as clear and simple as possible. Use the first-person, active voice
- Make a note of the preferred terminology used in your target journal
- Use repositories to find the right terminology
- Use a Translation Service
- Ask the journal if they'll publish in your preferred language – either the full article or the abstract



Consider using professional formatting and editing services so you can present your work in the best way possible. More information can be found at wileyeditingservices.com



Additional Considerations

Plagiarism

- Most journals use a plagiarism checking tool such as iThenticate to screen new submissions against published papers
- The tool picks up text matches. Phrases and the odd sentences can be acceptable, but entire paragraphs are problematic

Self-plagiarism or text recycling

- Reusing text from your own previously published papers



Check against 93% of Top Cited Journal content and 70+ billion current and archived web pages.



1,300 Top Journals worldwide use iThenticate to screen and review submissions.

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Submission

How to submit your article and
what is peer review?



Author Guidelines

Always read the author guidelines before you submit.

Look at:

- Format & style
- Length
- Figures/tables
- Title page or cover letter
- Open research requirements



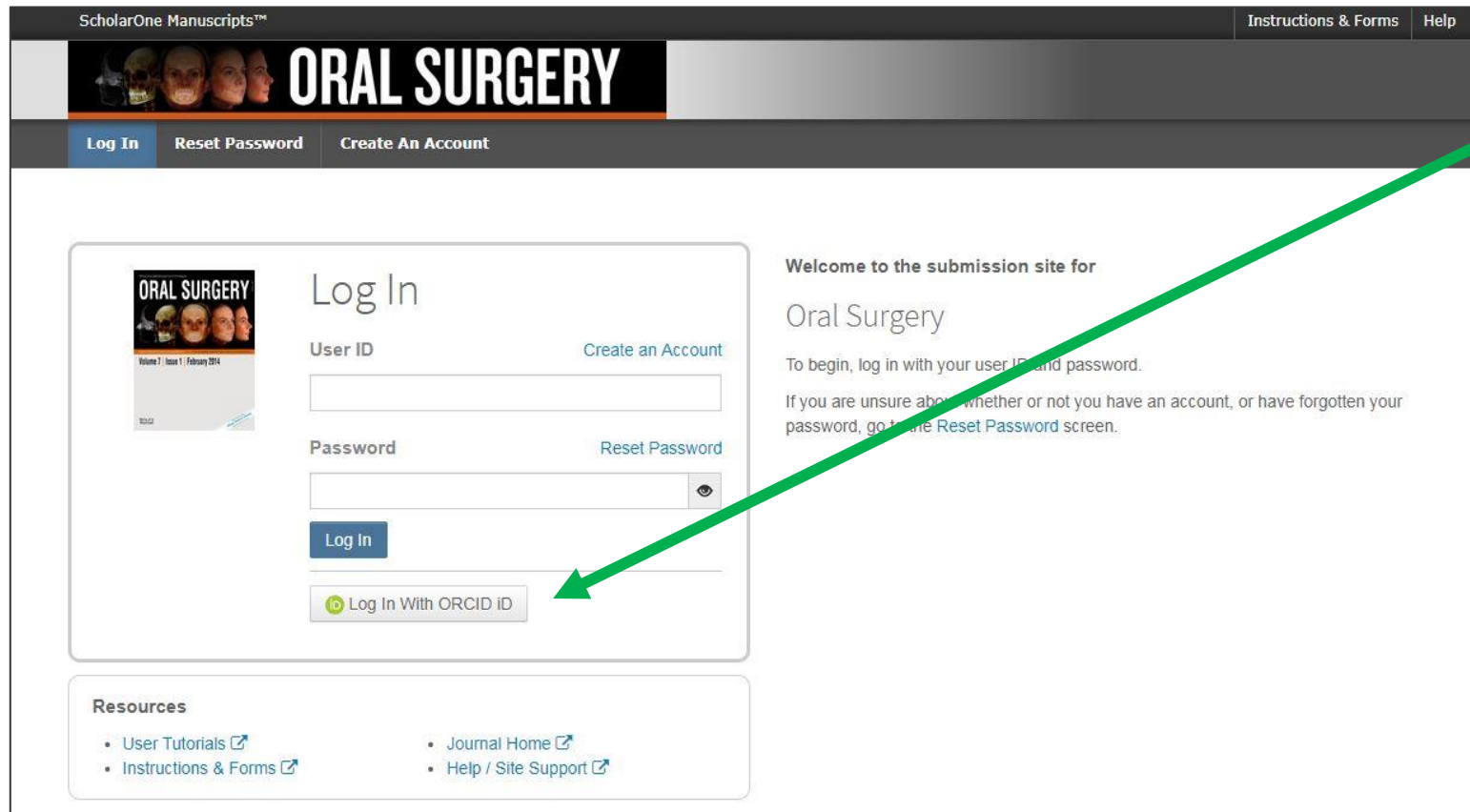
Many journals now have free-format submission

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The screenshot shows the Wiley Online Library website for the journal *Ecology and Evolution*. At the top, there is a search bar and a 'Login / Register' link. Below the search bar is a banner for SCITRUS with the text 'Personalized discovery' and a 'Create your feed' button. The main content area features the journal title 'Ecology and Evolution' with an 'Open Access' badge. Below the title, there is information about the Editors-in-Chief, the Online ISSN (2045-7758), and copyright information. A green arrow points to the 'CONTRIBUTE' menu in the navigation bar, which is open to show 'Author Guidelines'. Other options in the menu include 'Submit a Manuscript' and 'For Referees'. To the right of the main content, there is a 'LATEST ISSUE' section for Volume 9, Issue 17, September 2019, and a 'Submit an Article' button. Below the main content, there is a 'Featured in Ecology and Evolution' section with a thumbnail image of wildflowers and the text 'Environmental DNA metabarcoding of wild flowers reveals diverse communities of terrestrial arthropods'. At the bottom right, there is a 'More from this journal' section with a list of links: 'Open Access License and Copyright', 'Publishing with Ecology and Evolution', 'Review process for Registered Reports', 'Wiley Open Access', 'Article Publication Charges', 'Wiley Job Network', 'Institutional and Funder Payments', 'Supporter Journals', 'Video Abstracts', and 'Download Journal App'.

Submitting your manuscript

Typically via an Electronic Editorial Office (EEO) such as ScholarOne Manuscripts



ScholarOne Manuscripts™ Instructions & Forms Help

ORAL SURGERY

Log In Reset Password Create An Account


ORAL SURGERY
Volume 7, Issue 1, February 2014

Log In

User ID [Create an Account](#)

Password [Reset Password](#)

Log In

 Log In With ORCID ID

Welcome to the submission site for
Oral Surgery

To begin, log in with your user ID and password.
If you are unsure about whether or not you have an account, or have forgotten your password, go to the [Reset Password](#) screen.

Resources

- [User Tutorials](#)
- [Instructions & Forms](#)
- [Journal Home](#)
- [Help / Site Support](#)

You'll have the option to log in with your **ORCID ID**

- **Free, unique** identifier
- Distinguishes you from other researchers
- **Connects you with your research activity** – preprints, publications, peer reviews, grants
- Your ORCID profile is visible to all and is a valuable promotional tool to gain recognition for your achievements

Peer Review

“Peer review is the evaluation of work by one or more people of similar competence to the producers of the work (peers).”

What is assessed?

Suitability for publication:

- True, credible?
- Important, relevant?
- Communicated effectively?
- Novel?
- Plagiarism?

Why is it assessed?

Verify and improve the research:

- Interpretation of results
- Reasoning
- Presentation
- Critical but constructive feedback
- New / additional ideas

Tips to survive peer review

Accept feedback
as a learning
experience

Remember very
few submissions
are accepted
unconditionally

Understand that
editors and
reviewers are
trying to help
improve your
paper

Seek **help** with
language and
statistics if you
need it

Persistence pays!
Answer
questions and
address revisions
quickly

Celebrate your
accomplishment!
You are one step
closer to being
published

Production



- Production Editor will take over co-ordinating publication
- Do check proofs – don't assume everything is fine
- Be mindful of turnaround times
- Articles rarely go straight into an issue

Congratulations! You're now published!

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After Publication

Promotion and Impact



Maximize the impact of your published research!

9 promotional tools

to help ensure your work gets seen, read and cited.



SEO

- ✓ Are your article and abstract clear and searchable? Have you used the most relevant keywords?
- ✓ Have you looked at off-page SEO strategies, such as link building, to promote your article?



Conferences

- ✓ Think about simple messages to promote your article at your next conference—whether networking with colleagues or presenting formally.



Publicity

- ✓ Is your latest research newsworthy? Have you shared it with your local press office?
- ✓ If sending a press release, wait until the article is published online, refer to the journal in the first paragraph, and link to the final published article on Wiley Online Library.



Networking

- ✓ If you run a blog, post about your article.
- ✓ Join academic social networking sites such as Mendeley and Academia.edu.



The Wider Web

- ✓ Update your faculty or professional website with an entry about your article.
- ✓ Register for your unique ORCID iD and add your article details to your profile
- ✓ Find a Wikipedia page on a related topic to your article, and add a reference to your paper.



Multimedia

- ✓ Talk directly to potential readers and create a short video or podcast which conveys the essence of your paper. Ask your Wiley contact for more details.



Email

- ✓ Sign up for journal content alerts, so you know when your article is officially published online.
- ✓ Add a link to your email signature.
- ✓ Send a link to your article to fellow researchers, colleagues, and friends.



Article sharing

- ✓ Use Wiley Content Sharing and receive a unique sharing link to a full-text, read-only version of your article that can be shared with unlimited people.
- ✓ Use Wiley Author Services to nominate up to 10 colleagues to receive free access to your article, or email a link to key colleagues.



Social Media

- ✓ Share a link to your article on Twitter, LinkedIn, Facebook or other social media platforms.
- ✓ Engage with any existing Society / College social media accounts.

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For more information, including the latest tips, visit wileyauthors.com/maximise or email authormarketing@wiley.com

97% of authors stated they are **likely** or **very likely** to use the toolkit

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