Plan de calidad para revistas científicas
2018

Sumario

Presentación

Este documento es una continuación del Plan de Calidad iniciado en 2012 y que compilaba los criterios de calidad que las principales agencias y bases de datos estatales que evalúan revistas científicas han hecho públicos. Concretamente, vacía los criterios de:

- Comisión Nacional Evaluadora de la Actividad Investigadora (CNEAI),
- Agencia Nacional de Evaluación de la Calidad y Acreditación (ANECA)
- Agència per a la Qualitat del Sistema Universitari de Catalunya (AQU)
- la Fundación Española para la Ciencia y la Tecnología (FECYT/ANEP)
- Sistema Regional de Información para Revistas Científicas (LATINDEX)

El objetivo del Plan de Calidad es ofrecer indicaciones concretas y documentadas que permitan mejorar la calidad formal, y la calidad de los procesos académicos y editoriales, de las revistas científicas.

De manera más específica, este plan describe:

a) Los criterios de calidad establecidos por las agencias e instituciones oficiales que evalúan revistas científicas.
b) La indicación si el criterio se considera aplicable a las revistas científicas de la UOC y la justificación en caso de que no sea así.
c) Una descripción del objetivo del criterio y en su caso se ofrece una propuesta de texto tipo como punto de partida para que cada revista pueda elaborar una nueva versión o bien reproducir la que se propone.
d) El estado de cumplimiento de criterios por parte de cada revista científica de la UOC.

Fuentes

El Plan de Calidad II que se propone en este documento tiene la finalidad de vaciar los criterios de calidad editoriales que han publicado las bases de datos y agencias de calidad universitarias de ámbito internacional. Concretamente se lleva a cabo el vaciado de:

- Directory of Open Access Journals (DOAJ)
- Scopus (Elsevier)
- Web of Science (WoS): http://wokinfo.com/essays/journal-selection-process/
- COPE/OASPA: Principles of Transparency and Best Practice in Scholarly Publishing

- Boston College of University Libraries (Assessing Journal Quality - Open Access Journals Quality Indicators)
- SPARC - How open is it? http://sparcopen.org/our-work/howopenisit/
- Think>Check>Submit: http://thinkchecksubmit.org/check/
- ERIH https://dbh.nsd.uib.no/publiseringskanaler/erihplus/about/criteria_for_inclusion

Beneficios

Los beneficios de trabajar por la calidad de las revistas científicas son:

- Contribuir a los valores de marca.
- Compromiso con la excelencia.
- Adecuación al sistema internacional de transferencia de investigación.
- Atraer oportunidades de coedición.
- Oportunidad de posicionarse como modelo de gestión de la calidad y excelencia en las publicaciones científicas en el ámbito universitario estatal.
- Contribuir al plan de internacionalización, indexación y posicionamiento.

Con este segundo Plan de Calidad se genera un ciclo de gestión de la calidad para revistas científicas:

Plan de Calidad I → Evaluación de la actividad → Plan de Calidad II

Fig. 1. Flujo de la calidad de las revistas científicas

Calidad y revistas científicas

El paso del tiempo obliga a actualizar la relevancia de los criterios de calidad detectados en los planes de calidad 2012 y 2017. Por lo tanto, se ofrece a continuación una lista actualizada y clasificada según el ámbito de impacto en la gestión y actividad de una revista científica.

Criterios de calidad para las revistas científicas de la UOC

A. En cuanto a la organización

1. Existencia de dirección y secretaría de redacción.
2. Mención del director de la publicación.
3. Existencia de un consejo de redacción y un comité científico.
4. Mención de los miembros del equipo editorial y su filiación institucional.
5. Existencia de un consejo asesor.
6. Al menos un tercio del consejo de redacción pertenece a instituciones diferentes del organismo editor.
7. Al menos un tercio del consejo asesor o científico pertenece a instituciones diferentes del organismo editor.
8. Al menos un tercio del consejo asesor o científico deberá ser compuesto por miembros de instituciones extranjeras.
9. Al menos un tercio de los autores no son miembros del consejo de redacción o del comité científico.
10. Declaración de las funciones del equipo editorial.

B. En cuanto a las políticas editoriales

11. Mención del objetivo, cobertura temática y / o público al que va dirigida.
12. Mención de exigencia de originalidad.
13. Inclusión de instrucciones de autores detalladas.
14. Mención de las normas de presentación de las referencias bibliográficas contenidas en los artículos.
15. Se efectúa una revisión editorial de todos los manuscritos.
16. Se comunica la decisión editorial de manera motivada.

C. En cuanto a los envíos

17. Confirmación de recepción de los manuscritos recibidos.
18. El número de trabajos recibidos en la redacción cada año no será inferior a 20.
19. La tasa de aceptación de trabajos deberá ser igual o menor al 60%.
20. El contenido científico de los documentos deben ser artículos originales, artículos técnicos, comunicaciones, cartas al director y artículos de revisión (con unos umbrales mínimos de entre el 50% y el 75% en función de la agencia de la evaluación).

21. El porcentaje de trabajos financiados por organismos públicos o privados de investigación será mayor del 40%.
22. Al menos el 75% de los trabajos publicados deben provenir de autores externos a la entidad editora.
23. Más del 15% de los autores serán extranjeros.

D. En cuanto al proceso de revisión

24. Uso de arbitraje científico.
25. Mención e información del proceso de evaluación y selección de manuscritos utilizado para la revista.
26. Se dispone de una política de revisión que tiene en cuenta los siguientes puntos:
    a) El tipo de revisión que se hace: doble anonimato, simple, abierto.
    b) El circuito de la revisión: cuántos revisores juzgan cada manuscrito y cómo se gestiona la discrepancia.
    c) El tipo de revisores que se utilizan y sus responsabilidades: revisores metodológicos (expertos en el ámbito temático que hay que evaluar que revisan que el proceso de investigación sea correcto); mención de instrucciones para los evaluadores externos; formularios de evaluación de los manuscritos.
    d) Cómo se gestiona la comunidad de revisores: si se permite a los autores sugerir nombres de revisores o no, si se utiliza Publons u otras bases de datos externas de revisores o bien si se dispone de un banco de datos propio, si se emiten certificados de revisión.
27. Se controla la calidad de los informes de evaluación.
28. Mención de los evaluadores externos / revisores en el sistema de arbitraje. Publicación anual de la lista de revisores.

E. En cuanto a la calidad editorial

29. Inclusión de resúmenes, sumario, títulos de los artículos, palabras clave para cada uno de los artículos en la lengua original y en inglés (si el original no lo es).
30. Sumario o tablas de contenido.
31. Cabecera bibliográfica menos en la página inicial de cada artículo.
32. Se utilizan correctores de estilo y revisores de textos en inglés.
33. Se permite la corrección de pruebas por parte de los autores.

F. En cuanto a la calidad formal

34. Se menciona la editorial y la organización patrocinadora.
35. Mención del lugar de edición, año de edición y entidad editora de la revista.
36. Mención de la dirección postal y electrónica de la administración de la revista.
37. Mención del ISSN en un lugar visible.
38. Mención de la URL de la revista (en forma de DOI).
39. Datos de identificación de la revista en las páginas de crédito.
40. Identificación de los autores y presentación uniforme de su nombre.
41. Mención de la filiación profesional completa de los autores.
42. Mención de las fechas de recepción.
43. Mención de las fechas de revisión.
44. Mención de las fechas de aceptación.
45. Mención de las fechas de publicación.
46. Mínimo de tres años de antigüedad y acceso histórico al contenido.

G. En cuanto a periodicidad

47. Declara y cumple la periodicidad.
48. Se publica al inicio del intervalo del tiempo fijado para la periodicidad.
49. Intervalo de publicación de artículos (diferentes límites de tiempo según el nivel de calidad de la revista).

H. En cuanto a la indexación

50. Inclusión en algún servicio de indexación, resúmenes o bases de datos selectivas.
51. La revista figurará en los catálogos de las bibliotecas universitarias españolas de la especialidad.
52. Debe estar indexada en las bases de datos de ISI, en las principales bases de datos internacionales de la especialidad y en la base de datos española del CSIC que le corresponda y ERIH.

I. En cuanto al acceso abierto

53. Las cuotas de publicación (tanto si tiene com si no) deben explicar claramente en la web de la revista.
54. Los artículos tienen DOI (Digital Object Identifiers).
55. La revista explica claramente los derechos de uso y reutilización de los artículos (por ejemplo, las licencias Creative Commons).
56. La revista explica la política de acceso abierto por la que opta la revista: ruta verde, dorada o híbrida.

57. La entidad que publica la revista es miembro de la Open Access Scholarly Publishers Association o adopta su código de conducta.

J. En cuanto a la tecnología

58. Se dispone de página web.
59. Navegación y funcionalidad (máximo 3 clics para acceder a sumarios y artículos).
60. Inclusión de un motor de búsqueda.
61. Inclusión de metaetiquetas en la página de presentación de la revista (código fuente).
62. Se cuenta con la gestión electrónica integral de los manuscritos: tan del proceso editorial como del *peer review*.
63. Hay sección de correspondencia.
64. Oferta de servicios de valor añadido (alertas, enlaces hipertextuales, foros, guías).

K. En cuanto a la transparencia*

OASPA's Principles of Transparency

65. **Peer review process**: All of a journal's content, apart from any editorial material that is clearly marked as such, shall be subjected to peer review. Peer review is defined as obtaining advice on individual manuscripts from reviewers expert in the field who are not part of the journal's editorial staff. This process, as well as any policies related to the journal's peer review procedures, shall be clearly described on the journal's Web site.

66. **Governing Body**: Journals shall have editorial boards or other governing bodies whose members are recognized experts in the subject areas included within the journal's scope. The full names and affiliations of the journal's editors shall be provided on the journal's Web site.

67. **Editorial team/contact information**: Journals shall provide the full names and affiliations of the journal's editors on the journal's Web site as well as contact information for the editorial office.

68. **Author fees**: Any fees or charges that are required for manuscript processing and/or publishing materials in the journal shall be clearly stated in a place that is easy for potential authors to find prior to submitting their manuscripts for review or explained to authors before they begin preparing their manuscript for submission.

69. **Copyright**: Copyright and licensing information shall be clearly described on the journal's Web site, and licensing terms shall be indicated on all published articles, both HTML and PDFs.

70. **Identification of and dealing with allegations of research misconduct**: Publishers and editors shall take reasonable steps to identify and prevent the publication of papers where research misconduct has occurred, including plagiarism, citation manipulation, and data falsification/fabrication, among others. In no case shall a journal or its editors encourage such misconduct, or knowingly allow such misconduct to take place. In the event that a journal's publisher or editors are made aware of any allegation of research misconduct relating to a published article in their journal – the publisher or editor shall follow COPE's guidelines (or equivalent) in dealing with allegations.

71. **Ownership and management**: Information about the ownership and/or management of a journal shall be clearly indicated on the journal's Web site. Publishers shall not use organizational names that would mislead potential authors and editors about the nature of the journal's owner.

72. **Web site**: A journal's Web site, including the text that it contains, shall demonstrate that care has been taken to ensure high ethical and professional standards.

73. **Name of journal**: The Journal name shall be unique and not be one that is easily confused with another journal or that might mislead potential authors and readers about the Journal's origin or association with other journals.

74. **Conflicts of interest**: A journal shall have clear policies on handling potential conflicts of interest of editors, authors, and reviewers and the policies should be clearly stated.

75. **Access**: The way(s) in which the journal and individual articles are available to readers and whether there are associated subscription or pay per view fees shall be stated.

76. **Revenue sources**: Business models or revenue sources (eg, author fees, subscriptions, advertising, reprints, institutional support, and organizational support) shall be clearly stated or otherwise evident on the journal's Web site.

77. **Advertising**: Journals shall state their advertising policy if relevant, including what types of ads will be considered, who makes decisions regarding accepting ads and whether they are linked to content or reader behavior (online only) or are displayed at random.

78. **Publishing schedule**: The periodicity at which a journal publishes shall be clearly indicated.

79. **Archiving**: A journal's plan for electronic backup and preservation of access to the journal content (for example, access to main articles via CLOCKSS or PubMedCentral) in the event a journal is no longer published shall be clearly indicated.

80. **Direct marketing**: Any direct marketing activities, including solicitation of manuscripts that are conducted on behalf of the journal, shall be appropriate, well targeted, and unobtrusive.

81. Publicación anual de datos estadísticos vinculadas al proceso editorial (número de trabajos aceptados, número medio de revisores por artículo y demoras de publicación...).

*Menos el criterio 81, que proviene del compendio de la UOC, el resto provienen del OASPA.
Ver original en:
http://oaspa.org/principles-of-transparency-and-best-practice-in-scholarly-publishing/

Recopilación de criterios de calidad internacionales

DOAJ

DOAJ is a community-curated online directory that indexes and provides access to high quality, open access, peer-reviewed journals.

The Directory of Open Access Journals was launched in 2003 at Lund University, Sweden, with 300 open access journals and today contains ca. 9000 open access journals covering all areas of science, technology, medicine, social science and humanities.

Aims & Scope

The aim of the DOAJ is to increase the visibility and ease of use of open access scientific and scholarly journals, thereby promoting their increased usage and impact. The DOAJ aims to be comprehensive and cover all open access scientific and scholarly journals that use a quality control system to guarantee the content. In short, the DOAJ aims to be the one-stop shop for users of open access journals.

Constitution

DOAJ is a not-for-profit organisation managed by Infrastructure Services for Open Access C.I.C. (Community Interest Company) based in the United Kingdom. DOAJ relies entirely on the voluntary donations of its members and on sponsorship monies received. In March 2016, DOAJ received a grant from the IDRC for a specific timed project tackling the improvement of open access journals in the Global South. Neither DOAJ or IS4OA receives grants or funding from any other source.

DOAJ has an Advisory Board, the members of which carry out their duties voluntarily. DOAJ uses the services of approximately 100 voluntary editorial staff who review applications. Volunteers are bound by a Code of Conduct and an Agreement that they must sign and return to DOAJ before they can carry out their duties. At least two references are requested from everyone who volunteers and all volunteers are bound by the Code of Conduct to declare any conflicts of interest to the Managing Editors. https://doaj.org/

ID	Criteria
1	Types of resource: scientific and scholarly periodicals that publish research or review papers in full text.
2	Acceptable sources: academic, government, commercial, non-profit and private sources are all acceptable.

3	**Level**: the primary target group should be researchers. If the journal is run by a student body, the journal must have an advisory board of which at least two members have a PhD or equivalent.
4	**Content**: at least a third of the content should consist of <u>original research and/or review papers</u>. All content should be available in <u>full text on the site without embargo</u>. See our <u>policy for journals that publish case reports</u>.
5	<u>All languages are accepted</u>.
6	The full text of ALL content must be <u>available for free and be Open Access without delay (i.e. no embargo period)</u>. This is a basic requirement for entry into DOAJ.
7	**One URL per site. One dedicated page to the journal.** When a journal gets indexed it will have its own record in the Directory. To make our service comprehensible and user-friendly, <u>the link to a journal</u> from the Directory must go straight to a homepage for the journal and not to a collection of journals or any other service. Whether the URL is a dedicated domain or a sub-domain does not matter; but the journal must have an online space dedicated to it only. For example: www.thisisajournal.com or www.publishersite.com/journals/thisisajournal or www.mycollege.org/thisisajournal are all acceptable. www.largesearchengine.com that includes journal content is not accepted. This is a basic requirement for entry into DOAJ.
8	**All the necessary journal business information pages** (by 'business information pages', we mean the journal's <u>aims and scope</u>, <u>the editorial board</u>, the <u>instructions for authors</u>, the description of <u>the quality control system</u>, the <u>Open Access statement</u>, the <u>plagiarism policy</u>, and the <u>licensing terms</u>) must be hosted on this same site and not be held centrally on another web site, or must be prominently linked to from the journal's homepage. This is a basic requirement for entry into DOAJ. This applies particularly to multi-journal publishers who may prefer to hold generic information on a corporate website rather than locally on each journal site. Our insistence on this approach makes it easier for visitors to your sites to find specific journal information correctly. Do not assume that visitors to a journal will automatically understand that the journal belongs to a larger group of journals or to a specific publisher, or that important information is held elsewhere. Neither should it be taken for granted that users will search for the necessary information that they need to carry out a full assessment of your journal. It is your responsibility to ensure that the information pages are findable, easily accessible, up to date and relevant.
9	**DOAJ also requests that a journal has its own dedicated website.** No other service or product should be present under that URL. All the journal content that the publisher is including in the application must be in one place and not spread over various locations. This includes archive material. This is a basic requirement for entry into DOAJ.
10	**One unique URL per article. One HTML entry or PDF per article.** Your content should be available article by article, one URL for each article, and not one URL per issue. This enables direct linking to the articles from DOAJ and 3rd party databases that link to DOAJ, promoting findability and increasing usage of your content. When article metadata is uploaded to DOAJ, every article must have a unique URL otherwise the upload will not work.
11	**ISSN number(s)** A journal must have <u>at least one ISSN</u> (International Standard Serial Number) registered at issn.org. This is a basic requirement for entry into DOAJ.DOAJ will use the data registered at issn.org to verify the title, country and alternative titles that you enter in your application. They must match. If we find a discrepancy, we will change the application to match what is registered at issn.org. Applications for journals where the ISSN is not recognised, or has not yet been confirmed, will be automatically rejected without further notification. In general, if the journal exists in print and online, it will have both an ISSN for the print version and an ISSN for the electronic version.

12	**Archiving and Preservation** We strongly recommend that your content is preserved in a dedicated, digital archiving and preservation service, sometimes referred to as Long Term Preservation and Archiving (LTPA). You can find a list some of these services here. We prefer that journals belong to one of these services, although it is not a requirement for entry into DOAJ. We check all preservation statuses in the Keepers' Registry and at PubMed Central. If your journal is hosted on the Open Journal Systems (OJS) software and you have selcted to be part of the PKP Private LOCKSS network, we must first see that content has actually been deposited in CLOCKSS for this to be listed as a valid archive of your journal.
13	**Organisation of content** Please pay attention to the fact that having a clear structure when organizing your published material makes it easier for users to navigate between articles, for your content to be indexed in search engines and to be found online. All articles must have a Publication Date. Also, DOAJ encourages the use of unique article identifiers, such as the DOI. Preferably articles will be gathered in volumes and issues, with a start and end page number. Some publishers have moved away from this traditional volume/issue/page structure for their content. A publication year is still required. Articles should be arranged in to Tables of Contents and there should be Search/Browse features to allow users to search and browse for articles.
14	**Homepage quality, commercials and ads** A journal's homepage should be clear, concise and easy to navigate. It must contain visible links to the journal information pages. It must 'demonstrate that care has been taken to ensure high ethical and professional standards.' (From the Principles of Transparency and Best Practice in Scholarly Publishing.) It must contain clear navigation with links to a Current Issue, the Archive or Past Issues, Search, Browse, the About page, the Editorial Board and Contact Us. This is a basic requirement for entry into DOAJ. If the journal web site carries advertising, ensure that the ads are not in any way offensive, irrelevant and that they don't include information that could decrease the credibility of the journal. Blinking and/or moving objects will distract a reader and will make your web site difficult to use and inaccessible to users who access the Internet using non-traditional methods . These types of ads are strongly discouraged.
15	**Impact Factors** DOAJ does not believe in the value of impact factors, does not condone their use on journal web sites, does not recognise partial impact factors, and advocates any official, alternative measure of use, such as article level metrics. There is only one official, universally recognised impact factor that is generated by Thomson Reuters; it is a proprietary measure run by a profit-making organisation. This runs against the ethics and principles of open access and DOAJ is impact-factor agnostic. DOAJ does not collect metadata on impact factors. Displaying impact factors on a home page is strongly discouraged and DOAJ perceives this as an attempt to lure authors in a dishonest way.
16	**Editor(s) and editorial boards** A journal must have an editor and an editorial board . (Only for Arts and Humanities journals will we accept a form of editorial review using only two editors and no editorial board.) DOAJ believes that displaying clear and up-to-date information about the journal's editors and editorial board increases the trustworthiness and credibility of the journal. A site user must be able to find and contact the editor or members of the editorial board if they need to. A link to the Editorial Board must be displayed prominently on the journal's home page. The following information must be made available on the Editorial Board page: the name, affiliation and email address of the editor(s); the names of the editorial board members. The page must be up-to-date. These are basic requirements for entry into DOAJ.
17	**Quality control and author guidelines** It is very important to show that open access journals have the same, rigorous quality control systems in place as traditional printed or subscription-based journals. All articles must go

	through a quality control system (editorial or peer review) before publication and the exact type of review must be stated clearly on the web site. This is a basic requirement for entry into DOAJ.
18	**Quality control and author guidelines** Having detailed and comprehensive guidelines for authors (Instructions for Authors) is a good way of helping potential contributors. A link to these guidelines must be clearly presented on the journal's homepage. This is a basic requirement for entry into DOAJ. We recommend that author guidelines include the following information: ● A detailed style guide; ● A description of the quality control processes; ● Information about copyright (please note the importance of informing authors about whether the journal will be the copyright holder after publication of an article or if the copyright remains with the author(s). We strongly believe that authors should be informed about your copyright/licensing conditions before they submit their work); ● the plagiarism policy; ● description of how to submit an article; ● a contact email address.
19	**Charges, Article processing charges** Every journal must display clearly on its web site information about any charges for an author to process or publish a paper. This includes article processing charges (APCs), submission charges, page charges, colour charges or any instance where money is required to complete the publication process. If a journal does not levy any charges then this too must be clearly stated. These are basic requirements for entry into DOAJ.
20	**Open Access statement** The journal's Open Access policy must be clearly stated on the journal's web site (not the publisher's own site). It should also be clearly linked to from the home page. The full text of the articles of the journal should be freely available without embargo.These are basic requirements for entry into DOAJ. Here is an example of an Open Access statement, fitting our criteria, that could be published on your website: This is an open access journal which means that all content is freely available without charge to the user or his/her institution. Users are allowed to read, download, copy, distribute, print, search, or link to the full texts of the articles, or use them for any other lawful purpose, without asking prior permission from the publisher or the author. This is in accordance with the BOAI definition of open access. **Copyright, Licensing, Publishing Rights** Licensing your material with a CC license: An optimum way of showing exactly how a journal is Open Access is by licensing the content with a Creative Commons (CC) license. DOAJ considers the application of a CC license, or its equivalent, as best practice. Such licensing is very beneficial for authors since it shows, for example, if there are any limits in creating derivative works. Read more about applying licenses and copyright on our Copyright and Licensing Help page. In all instances the journal web site must state clearly and precisely the terms of use and reuse that readers and authors have when they submit an article or use the published content, particularly if you are not using a Creative Commons license. This is a way of showing that you are sharing your published material to support a greater global exchange of knowledge. It is also a way of protecting your material from illegal use (for example if you are stating that you prohibit reproduction or commercial use of your articles). For example, your site might state that: 'users can use, reuse and build upon the material published in the journal but only for non-commercial purposes'. Use, reuse and build upon refer specifically to the common definitions of open access, given for example in Wikipedia.

	'Use' is downloading or reading and not much more; 're-use' is making more use of the content, for example distributing, making copies, using in presentations; 'building upon' is a special form of re-use in which material is used to produce a new research work and, possibly, a new publication. Publishers may restrict the re-use of open access content (to Non-Commercial or to Share Alike as described in the corresponding Creative Commons license attributes: NC and SA) and may even prohibit building upon content by not allowing Derivatives (the altering, transformation, or building upon content, as described in the corresponding Creative Commons license attributes: ND) to be made. Publishers who restrict the re-use of content in line with any of the Creative Commons licenses are all still eligible for indexing in DOAJ. However, DOAJ has a strong preference for the use of Creative Commons licenses, especially the least restrictive: the Creative Commons CC-BY license (Attribution). Under the terms of a CC BY license "you must give appropriate credit, provide a link to the license, and indicate if changes were made". "You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use" (from http://creativecommons.org/licenses/by/4.0/). Read our dedicated Copyright and Licensing Help page for more information. For more information on embedded licensing information as referred to in Question 45 of the application form, please refer to the Copyright and Licensing Help page, this FAQ and our blog post on this matter. If you are NOT using a Creative Commons license, you must fill in your application form specifying what other usage terms apply. This is Question 48 in the form, which is revealed if you have selected 'Other' in Question 47. 'Other' might be a contract, publishing agreement, publisher-specific license and these terms must be equivalent to the terms of the Creative Commons licenses that are listed in order to be accepted into DOAJ. When writing their own license, we strongly advise publishers to get legal advice before adopting a standard text or constructing their own. You must make sure that you use the correct legal language. (The information provided here does not constitute legal advice.) Please note that "Fair Use" is different to Open Access and is interpreted differently in the United States, Europe and in various other countries in the world. Fair use often means allowing limited use for educational purposes without having to ask for permission. Fair use applies irrespective of Open Access and open access licensing conditions. A journal offering only Fair use will always be rejected. Please take care to identify any possible contradictions between your Open Access policy and your copyright policy, or any incompatibilities between your copyright policy and Creative Commons licensing. Read more about this on our blog. If licensing old material, please make sure that your journal holds the copyright for the published material. If you do not, you have to ask the original copyright holder for permission before licensing the articles. (More information can be found in the Creative Commons wiki.)
21	**Plagiarism** It is recommended that publishers make use of one of the several plagiarism detection services that are available. Plagiarism is a big problem and plagiarised articles on a web site are often an indicator of a poor quality journal, or a journal that uses no quality control system. You should publish a plagiarism statement on your site, as well as the name of the piece of software that you use to detect plagiarism. If a journal is a member of the Committee on Publication Ethics (COPE), this should be stated clearly on the web site.

Scopus

Scopus is the largest abstract and citation database of peer-reviewed literature: scientific journals, books and conference proceedings. Delivering a comprehensive overview of the world's research output in   the fields of science, technology, medicine, social sciences, and arts   and humanities, Scopus features smart tools to track, analyze and   visualize research.

As research becomes increasingly global, interdisciplinary and collaborative, you can make sure that critical research from around the world is not missed when you choose Scopus.

https://www.elsevier.com/solutions/scopus

ID	Criteria
1	Journal Policy Convincing editorial policy Type of peer review Diversity in geographical distribution of editors Diversity in geographical distribution of authors
2	Content Academic contribution to the field Clarity of abstracts Quality of and conformity to the stated aims and scope of the journal Readability of articles
3	Journal Standing Citedness of journal articles in Scopus Editor standing
4	Publishing Regularity No delays or interruptions in the publication schedule
5	Online Availability Full journal content available online English language journal home page available Quality of journal home page

Title Re-evaluation

The quality of our content is paramount for Scopus. In addition to journals undergoing a rigorous evaluation and selection processes prior to acceptance into Scopus, they must also demonstrate the ability to maintain their quality status year over year. Therefore, titles flagged as low-performing become subject to re-evaluation based on these 6 metric benchmark requirements:

Metric	Benchmark not met when	Explanation
Self-citation rate	≥ 200% compared to the average in its subject fields	The journal has a self-citation rate two times higher, or more, when compared to peer journals in its subject field.
Total citation rate	≤ 50% compared to the average in its subject fields	The journal received half the number of citations, when compared to peer journals in its subject field.
Impact Per Publication (IPP)	≤ 50% compared to the average in its subject fields	The journal has an IPP score half or less than the average IPP score, when compared to peer journals in its subject field.
Number of articles	≤ 50% compared to the average in its subject fields	The journal produced half, or less, the number of articles, when compared to peer journals in its subject field.
Number of full-text clicks on Scopus.com	≤ 50% compared to the average in its subject fields	The journal's abstract are used half as much, or less, when compared to peer journals in its subject field.
Abstract usage on Scopus.com	≤50% compared to the average in its subject fields	The journal's full text are used half as much, or less, when compared to peer journals in its subject field.

The performance of all journals covered by Scopus is measured every year. If a journal does not meet each of the six benchmarks for two consecutive years, it is flagged for re-evaluation by the independent Scopus Content Selection and Advisory Board (CSAB). The review criteria for re-evaluation are similar to the Scopus content selection criteria used for newly suggested titles. Upon completing the re-evaluation process, the CSAB will decide to either continue a journal's coverage or to discontinue the forward flow of the journal coverage in Scopus (content coverage in Scopus prior to the re-evaluation completion will remain in Scopus). Please note that journal coverage will continue throughout the re-evaluation process.

For more details on the re-evaluation workflow and timelines, please view: Scopus Re-evaluation Workflow and Timelines (pdf 483 kb).

Publication Ethics and Publication Malpractice Statements
Publication malpractice is an unfortunate occurrence in the world of scholarly literature. It happens in all subject areas and in all jurisdictions; and few journals or books are immune. The prevention of publication malpractice is the responsibility of every author, editor, reviewer, publisher and institution.

Scopus requires that every journal we index has clear and publicly available statements of publication ethics and publication malpractice. Scopus will hold each publisher listed in the database accountable for the performance and compliance with these policies. Scopus does not mandate any specific wording of publication ethics and publication malpractice statements, but notes that:

- Major publishers already publish comprehensive statements of compliance on their websites. See Elsevier for an example.
- A number of industry organizations publish comprehensive guidelines and advice that can be readily adopted by any publisher. Such notable organizations include:
  - Committee on Publication Ethics (COPE)
  - World Association of Medical Editors (WAME)
  - International Committee of Medical Journal Editors (ICMJE)
  - Consolidated Standards of Reporting Trials (CONSORT)
- Guidelines for what a Publication Ethics and Malpractice Statement should adhere to (PEMS)

For more information on the importance of Ethics in Research and Publication, see http://www.ethics.elsevier.com or watch this webinar.

WoS

The world's most trusted citation index covering the leading scholarly literature. The Web of Science platform is the search and discovery choice for 7,000+ academic and research institutions, national governments, funding organizations, and publishing organizations in 100+ countries worldwide.

Find cover-to-cover indexing of the world's most important research covering scholarly journals, books, proceedings, published data sets, and patents. This content is truly multidisciplinary and global in nature, originating from 80 different countries and in 32 languages.

http://thomsonreuters.com/en/products-services/scholarly-scientific-research/scholarly-search-and-discovery/web-of-science.html

ID	Publishing Standards
1	**Peer Review** Application of the peer-review process is another indication of journal standards and signifies the overall quality and integrity of the research presented and the completeness of bibliographic elements, especially cited references Inclusion of Funding Acknowledgements is also strongly recommended. Not only do they help create a greater context for the journal, they also function as a confirmation of the importance of the research presented. **Ethical Publishing Practices** Evidence of unethical policies such as predatory publishing practices or editorial instructions leading to excessive, inauthentic journal self-citation or any other fraudulent practices are not acceptable in any journal under evaluation and result in immediate rejection. When discovered in a journal already covered in Web of Science Core Collection they may result in deselection or the suppression of any affected citation metrics. **Publishing Format** Journals published in print or electronic formats (XML, PDF) are eligible for evaluation. A technical evaluation is applied to all journals accepted for coverage in their electronic format to assure that access to their content is compatible with our indexing systems. **Timeliness** Timeliness of publication is a basic criterion in the evaluation process. As noted above, it is of primary and fundamental importance. A journal must be publishing according to its stated frequency to be considered for inclusion in SCIE, SSCI or AHCI. The ability to publish on time implies a healthy backlog of manuscripts essential for ongoing viability. It is not acceptable for a journal to appear chronically late, weeks or months after its cover date. To measure timeliness we need to see three consecutive current issues, one after another, as soon as they are published online or in print. However, when a journal publishes articles online one at a time rather than collecting articles for release as an 'issue' we take a different approach. In these cases, the editor looks for a steady flow of articles over a nine-month period. The appropriate number of articles for the journal will be determined by the norms for its particular Web of Science category. **International Editorial Conventions** We also determine if the journal follows international editorial conventions, which are intended to optimize retrievability of source articles. These conventions include informative journal titles, fully descriptive article titles and author abstracts, complete bibliographic information for all cited references, and full address information for every author. **Full Text English** English is the universal language of science. For this reason our focus is on journals that publish full text in English or, at the very least, bibliographic information in English. There are many journals covered in Web of Science Core Collection that publish articles with bibliographic information in English and full text in another language. However, it is clear that the journals most important to the international research community are publishing full text in English. This is especially true in the natural sciences. There are notable exceptions to this rule in the arts & humanities and in social sciences topics. This is discussed further below. Nonetheless, full text English is highly desirable, especially if the journal intends to serve an international community of researchers. In addition, all journals must have cited references in the Roman alphabet.

2	**EDITORIAL CONTENT** As mentioned above, an essential core of scientific literature forms the basis for all scholarly disciplines. However, this core is not static — scientific research continues to give rise to specialized fields of studies, and new journals emerge as published research on new topics achieves critical mass. Our editors determine if the content of a journal under evaluation will enrich the database or if the topic is already adequately addressed in existing coverage. With an enormous amount of citation data readily available to them, combined with their daily observation of virtually every new scholarly journal published, our editors are uniquely well positioned to spot emerging topics and active fields in the literature.
3	**INTERNATIONAL FOCUS** Editors look for international diversity among the journal's contributing authors, editors, and editorial advisory board members at a level that is appropriate for the journal's target audience. If the journal's content is aimed at an internationalaudience then we expect to find an internationally diverse group of authors, editors and editorial advisory board members contributing to it. We are also interested in excellent regional Journals and are able to include a relatively small proportion of these each year. Regional journals often target a local, rather than an international, audience requiring less emphasis on extensive international diversity. Citation analyses may also play a different role in the evaluation of regional Journals whose citation impact is characteristically modest. Otherwise, the selection criteria for regional journals are the same as for international journals. The importance of a regional journal is measured more in terms of the specificity of its content. Will it enrich our coverage of a particular subject or provide studies with a specific regional perspective? All regional journals selected must be publishing on time, have English-language bibliographic information (title, abstract, keywords), and be peer reviewed. Cited references must be in the Roman alphabet. For more information on our approach to regional coverage in recent years read the essay at http://thomsonreuters.com/products_services/science/free/essays/regional_content_expansion_wos/.
4	**CITATION ANALYSIS** Because Web of Science Core Collection is a true Citation Index, all cited references from every item in every journal covered are indexed whether or not the cited work is also covered as a source publication. As a result, the Web of Science Core Collection Journal Selection Process is unique in that our editors have a wealth of citation data available to them. Through these data it is possible to measure the citation impact of journals that are still under evaluation.[7] We use Citation Analysis to determine the importance and influence of a journal in the surrounding literature of its subject. Citation analysis takes place on at least two levels. We analyze Total Citation counts to determine the integration of the journal into the surrounding literature over its entire publishing history. We use Impact Factor to determine the recent effect of the journal on the literature of its subject. We also look at the citation history of contributing authors and editorial board members to determine if the journal is able to attract established scholars in the field of study. Citation data and metrics are interpreted and understood in the editorial context of the journal under evaluation. Using quantitative citation data to measure impact is meaningful only in the context of journals in the same category. For example, smaller fields like Agricultural Engineering do not generate as many articles or citations as larger fields like Biotechnology or Genetics. In some areas, particularly in the Social Sciences, it may take a relatively long time for an article to attract a meaningful number of citations. But in other areas, such as the Life Sciences, it is not unusual for citations to accrue rapidly

and peak after two or three years.[8] These facts must be taken into consideration for the correct use of citation data.

Likewise, established journals that have been rejected in the past may be re-evaluated. These journals can experience new growth in citation impact resulting from changes such as translation into English, change in editorial focus, change in publisher, publishing medium, etc.

Self-citation rates are also taken into consideration. The self-cited rate relates a journal's self-citations to the number of times it is cited by all journals, including itself. For example, journal X was cited 15,000 times by all journals, including the 2,000 times it cited itself. Its self-cited rate is 2/15 or 13%.

It is entirely normal for authors to reference the prior work that is most relevant to their current results, regardless of the source journal in which the work was published. However, there are journals where the observed rate of self-citation is a dominant influence in the total level of citation. For these journals, self-citation may distort their true role in the surrounding literature of its subject.[9]

Among all journals listed in the 2014 JCR Science Edition, for example, 85% have self-citation rates of 15% or less. This shows that self-citation is quite normal for most journals. Significant deviation from this normal rate, however, prompts an examination by Editorial Development to determine if excessive self-citations result in an artificial inflation of the impact factor. If we determine that self-citations are causing this effect, the journal's impact factor will be suppressed for at least one year and the journal may be considered for deselection from the Web of Science Core Collection.

All social science journals undergo the same thorough evaluation as journals in the natural sciences. Publishing standards, editorial content, international focus, and citation data are all considered. Standard citation metrics, at both journal and author levels, are analyzed while keeping in mind that overall citation rates in the social sciences are generally lower than those in the natural sciences.

Regional studies are often the subject of scholarly research. These studies have special importance in the social sciences as topics of local, rather than global, interest.

Publishing standards, including timeliness, are important in the evaluation of arts and humanities journals. Citation patterns in the arts and humanities, however, do not necessarily follow the same predictable pattern as citations to social sciences and natural sciences articles. In addition, arts and humanities journal articles frequently reference non-journal sources (e.g., books, musical compositions, works of art, and literature). As a result, citation metrics do not normally play a leading role in the evaluation of arts and humanities journals.
English Language full text is also not always required in some areas of arts and humanities scholarship where the national focus of the study precludes the need for it. An example of this is studies in regional or national literatures.

What is most important in the arts and humanities is novel, well focused content that is well produced and well communicated.

The evaluation criteria for coverage in ESCI are focused on consideration of Publishing Standards and Editorial Content. These include the following:
1. Peer review. Peer review, as an indicator of the integrity of the scholarly content, must be present in all journals accepted for coverage in ESCI.
2. Ethical publishing practices. Evidence of unethical publishing practices (see above) is an obstacle to coverage in ESCI.
3. Electronic format. Only journals publishing in electronic formats (XML, PDF) compatible with our systems are eligible for coverage in ESCI. No print-only journals are eligible.
4. English language bibliographic information is required for all journals seeking coverage in ESCI.

	5. Recommendation or request for coverage by Web of Science users. Journals of particular importance to Web of Science users are given the highest priority in evaluation and selection for ESCI.

Timeliness is not considered as formal a criterion in the evaluation of ESCI journals as it is in the evaluation of journals for SCIE, SSCI and AHCI. It is of essential importance, however, that any journal under evaluation for ESCI publish actively with current issues and articles posted regularly. Journals that have not published issues or articles for an extended period are not viable candidates for coverage in ESCI.

Many journals that are under evaluation for SCIE, SSCI or AHCI are considered first for coverage in ESCI. If these journals meet the criteria mentioned above they may begin coverage in ESCI with full evaluation for possible coverage in SCIE, SSCI and AHCI occurring at a later date.

Journals that need to be deselected for coverage in SCIE, SSCI or AHCI may continue coverage in ESCI at the discretion of the Editorial Development staff.

Because ESCI is a true Citation Index every issue and every item published in each covered journal will be indexed. All cited references in each ESCI journal will also be captured and indexed. As with all journals covered in Web of Science Core Collection, citations to its articles are captured and displayed as Times Cited. These metrics will be visible to Web of Science users and will be used by Editorial Development as the basis for the citation analysis aspect of the classic Web of Science Core Collection Journal Selection Process if the journal is evaluated subsequently for possible coverage in SCIE, SSCI or AHCI.

An official Journal Impact Factor will not be published for journals covered in ESCI. |
| **5** | **SOME GUIDELINES FOR ELECTRONIC JOURNALS**

As stated earlier, our basic mission is to provide access to the world's most important and influential journals regardless of the media in which they are published.

The format of electronic journals is extremely important. The following guidelines help to ensure correct citation of articles and reduce the possibility of ambiguity when citing articles.

1. Ensure that it is easy to identify the following elements:
   1. Journal title
   2. Year of publication
   3. Volume and/or issue number (if applicable)
   4. Article title
   5. All article identifiers, including page number, article number, DOI and PII (see item #2 below)
   6. Authors names and addresses
   7. A complete table of contents for each issue that includes the page or article number for each article (unless the journal is being published as single articles)
2. Follow these guidelines for article identifiers in both source articles and in citations; this helps ensure their proper use by those referencing the article:
   1. Each article must be assigned a unique article number or include continuous pagination (whichever numbering scheme is being used). If the same article numbers are repeated in each issue within a volume, ambiguities will result when citing the original article
   2. If your journal has page numbers and article numbers, list them separately and not merged together (for example: Art. #23, pp. 6-10 and not 23.6-23.10)
   3. Include a DOI. The article number should not be the DOI |

3. Instruct authors to include the following information when citing your e-journal:
    1. Journal title (use one standard abbreviation for your journal; avoid acronyms that may be confused with other titles)
    2. Volume number (if applicable)
    3. Issue number (if applicable; within parenthesis)
    4. Page number and/or article number (clearly identifying the article number as such)
    5. Year of publication

The editors who perform journal evaluations have educational backgrounds relevant to their areas of responsibility. Because they monitor virtually every new scholarly journal published, they are also experts in the literature of their fields.

The evaluation of a journal for coverage in Web of Science begins with the submission of recently published content. For detailed instruction on submitting a journal for evaluation see below.

Principles of Transparency and Best Practice in Scholarly Publishing (COPE/OASPA)

The Committee on Publication Ethics, the Directory of Open Access Journals, the Open Access Scholarly Publishers Association, and the World Association of Medical Editors are scholarly organizations that have seen an increase in the number of membership applications from both legitimate and non-legitimate publishers and journals. Our organizations have collaborated in an effort to identify principles of transparency and best practice that set apart legitimate journals and publishers from non-legitimate ones and to clarify that these principles form part of the criteria on which membership applications will be evaluated.

These criteria are largely derived from those developed by the Directory of Open Access Journals. Note that additional membership criteria may also be used by each of the scholarly organizations. The organizations intend to share information in order to develop lists of legitimate journals and publishers. We do not intend to develop or publish a list of publishers or journals that failed to demonstrate they met the criteria for transparency and best practice.

COPE provides advice to editors and publishers on all aspects of publication ethics and, in particular, how to handle cases of research and publication misconduct. It also provides a forum for its members to discuss individual cases. COPE does not investigate individual cases but encourages editors to ensure that cases are investigated by the appropriate authorities (usually a research institution or employer). All COPE members are expected to follow the Codes of Conduct for Journal Editors and Publishers.

http://oaspa.org/principles-of-transparency-and-best-practice-in-scholarly-publishing/

ID	Criteria
1	**Peer review process**: All of a journal's content, apart from any editorial material that is clearly marked as such, shall be subjected to peer review. Peer review is defined as obtaining advice on individual manuscripts from reviewers expert in the field who are not part of the journal's editorial staff. This process, as well as any policies related to the journal's peer review procedures, shall be clearly described on the journal's Web site.
2	**Governing Body**: Journals shall have editorial boards or other governing bodies whose members are recognized experts in the subject areas included within the journal's scope. The full names and affiliations of the journal's editors shall be provided on the journal's Web site.
3	**Editorial team/contact information**: Journals shall provide the full names and affiliations of the journal's editors on the journal's Web site as well as contact information for the editorial office.

4	**Author fees**: Any fees or charges that are required for manuscript processing and/or publishing materials in the journal shall be clearly stated in a place that is easy for potential authors to find prior to submitting their manuscripts for review or explained to authors before they begin preparing their manuscript for submission.
5	**Copyright**: Copyright and licensing information shall be clearly described on the journal's Web site, and licensing terms shall be indicated on all published articles, both HTML and PDFs.
6	**Identification of and dealing with allegations of research misconduct**: Publishers and editors shall take reasonable steps to identify and prevent the publication of papers where research misconduct has occurred, including plagiarism, citation manipulation, and data falsification/fabrication, among others. In no case shall a journal or its editors encourage such misconduct, or knowingly allow such misconduct to take place. In the event that a journal's publisher or editors are made aware of any allegation of research misconduct relating to a published article in their journal – the publisher or editor shall follow COPE's guidelines (or equivalent) in dealing with allegations.
7	**Ownership and management**: Information about the ownership and/or management of a journal shall be clearly indicated on the journal's Web site. Publishers shall not use organizational names that would mislead potential authors and editors about the nature of the journal's owner.
8	**Web site**: A journal's Web site, including the text that it contains, shall demonstrate that care has been taken to ensure high ethical and professional standards.
9	**Name of journal:** The Journal name shall be unique and not be one that is easily confused with another journal or that might mislead potential authors and readers about the Journal's origin or association with other journals.
10	**Conflicts of interest**: A journal shall have clear policies on handling potential conflicts of interest of editors, authors, and reviewers and the policies should be clearly stated.
11	**Access:** The way(s) in which the journal and individual articles are available to readers and whether there are associated subscription or pay per view fees shall be stated.
12	**Revenue sources**: Business models or revenue sources (eg, author fees, subscriptions, advertising, reprints, institutional support, and organizational support) shall be clearly stated or otherwise evident on the journal's Web site.
13	**Advertising**: Journals shall state their advertising policy if relevant, including what types of ads will be considered, who makes decisions regarding accepting ads and whether they are linked to content or reader behavior (online only) or are displayed at random.
14	**Publishing schedule**: The periodicity at which a journal publishes shall be clearly indicated.
15	**Archiving**: A journal's plan for electronic backup and preservation of access to the journal content (for example, access to main articles via CLOCKSS or PubMedCentral) in the event a journal is no longer published shall be clearly indicated.
16	**Direct marketing**: Any direct marketing activities, including solicitation of manuscripts that are conducted on behalf of the journal, shall be appropriate, well targeted, and unobtrusive.

Open Access Journal Quality indicators

Boston College University Libraries

The purpose of this guide is to help the Boston College community explore and understand new models of scholarly publishing and the benefits of open access for authors and readers.

http://libguides.bc.edu/openaccess

ID	Positive Indicators
1	Scope of the journal is well-defined and clearly stated
2	Journal's primary audience is researchers/practitioners
3	Editor, editorial board are recognized experts in the field
4	Journal is affiliated with an established scholarly or academic institution
5	Articles are within the scope of the journal and meet disciplinary standards
6	Any publishing fees are clearly explained on the website
7	Articles have DOIs (Digital Object Identifiers)
8	Journal clearly indicates rights for use and re-use of articles at the article level (for instance, Creative Commons license)
9	Journal has ISSN (International Standard Serial Number, such as 1234-5678)
10	Publisher is a member of Open Access Scholarly Publishers Association or conforms to their code of conduct
11	Journal is registered at UlrichsWeb Global Serials Directory
12	Journal is registered in the Directory of Open Access Journals
13	Journal is included in subject databases or indexes

ID	Negative Indicators
1	Journal website is difficult to locate or identify
2	Publisher "About" information is absent on the journal's website
3	A single editor is listed and editorial board information is absent
4	Publisher direct marketing (spamming) or advertising is obtrusive
5	Instructions for authors are not available
6	Information on peer review and copyright is absent or unclear
7	Journal scope statement is absent or extremely vague
8	The journal does not provide information about the publisher or clearly indicate a mission to disseminate research content
9	Repeat lead authors in the same issue
10	Publisher has a negative reputation (documented examples in The Chronicle of Higher Education or list-servs)

SPARC - How open is it?

Created by SPARC in conjunction with PLOS and the Open Access Scholarly Publishers Association (OASPA), the HowOpenIsIt? Open Access Guide standardizes Open Access terminology in an easily understandable, comprehensive resource.

This guide provides a means to identify the core components of OA and how they are implemented across the spectrum between "Open Access" and "Closed Access". Journals have built policies that vary widely across the six fundamental aspects of OA – reader rights, reuse rights, copyrights, author posting rights, automatic posting, and machine readability. This, in turn, has caused confusion among authors seeking to make informed publishing decisions, funders seeking to formulate and enforce their access policies, and other stakeholders within the research ecosystem. The HowOpenIsIt? Open Access Guide consolidates the key elements of journal policies into a single, easy-to-follow resource that interested parties can use to move the conversation beyond the deceptively simple question of, "Is It Open Access?" toward a more productive evaluation of "How Open Is It?".

http://sparcopen.org/our-work/howopenisit/

% apertura	Criterio
	Derechos de los lectores
100%	Derecho a la lectura gratuita de todos los artículos inmediatamente después de su publicación
75%	Derecho a la lectura gratuita de todos los artículos después de un embargo de no más de 6 meses
50%	Derecho a la lectura gratuita de todos los artículos después de un embargo de más de 6 meses
25%	Derecho a la lectura inmediata a algunos, pero no a todos los artículos (incluyendo modelos "híbridos")
0%	Suscripción, membresía, pago por evento u otras cuotas requeridas para leer todos los artículos
	Derechos de reutilización
100%	Derechos generosos de reutilización y remezcla (por ejemplo, licencia CC BY)
75%	Reutilización, remezcla y elaboración posterior del trabajo sujetas a ciertas restricciones y condiciones (p. ej. licencias CC BY-NC y CC BY-SA)

50%	Reutilización (sin remezcla o elaboración posterior del trabajo) sujeta a ciertas restricciones y condiciones (p. ej. licencia BY-ND)
0%	Sin derechos de reutilización después del uso / limitaciones y excepciones al copyright (copyright con todos los derechos reservados)
Copyrights	
100%	El autor posee el copyright sin ninguna restricción
75%	El autor posee el copyright con algunas restricciones sobre la reutilización de la versión publicada
50%	La editorial posee el copyright con algunos permisos de reutilización de la versión publicada para el autor y los lectores
25%	La editorial posee el copyright con algunos permisos de reutilización de la versión publicada para el autor
0%	La editorial posee el copyright sin ningún permiso de reutilización más allá del uso justo para el autor.
Derechos de publicación del autor	
100%	El autor puede publicar cualquier versión en cualquier repositorio o sitio web
75%	El autor puede publicar la versión final del manuscrito revisado por colegas ("postimpresión") en cualquier repositorio o sitio web
50%	El autor puede publicar la versión final del manuscrito revisado por colegas ("postimpresión") en algunos repositorios o sitios web
25%	El autor puede publicar la versión presentada/borrador del trabajo final ("preimpresión") en algunos repositorios o sitios web
0%	El autor no puede publicar ninguna versión en ningún repositorio o sitio web.
Publicación automática	
100%	Las publicaciones hacen que sus artículos estén disponibles en repositorios confiables de terceros (p. ej. PubMed Central) inmediatamente después de su publicación
75%	La publicaciones hacen que los artículos estén disponibles automáticamente en repositorios confiables de terceros (p. ej. PubMed Central) dentro de un período de 6 meses.
50%	Las publicaciones hacen que los artículos estén disponibles automáticamente en repositorios confiables de terceros (p. ej. PubMed Central) dentro de un periodo de 12 meses.
0%	Sin publicación automática en repositorios de terceros.
Legibilidad en máquinas	

100%	Texto completo del artículo, metadatos, citas y datos, incluyendo datos complementarios en formatos legibles en máquinas comunitarias a través de una API o protocolo estándar
75%	Puede accederse o rastrearse el texto completo del artículo, metadatos, citas y datos, incluyendo datos complementarios a través de una API o protocolo comunitario estándar
50%	Puede accederse o rastrearse el texto completo del artículo, metadatos y citas sin un permiso o registro especial.
25%	Puede accederse o rastrearse el texto completo del artículo, metadatos y citas con un permiso
0%	El texto completo del artículo y los metadatos no están disponibles en un formato legible en máquinas.

Think. Check. Submit

Think. Check. Submit. is a cross-industry initiative led by representatives from ALPSP, DOAJ, INASP, ISSN, LIBER, OASPA, STM, UKSG, and individual publishers.
http://thinkchecksubmit.org/

Reference this list for your chosen journal to check if it is trusted.

Do you or your colleagues know the journal?
- Have you read any articles in the journal before?
- Is it easy to discover the latest papers in the journal?

Can you easily identify and contact the publisher?
- Is the publisher name clearly displayed on the journal website?
- Can you contact the publisher by telephone, email, and post?

Is the journal clear about the type of peer review it uses?

Are articles indexed in services that you use?

Is it clear what fees will be charged?
- Does the journal site explain what these fees are for and when they will be charged?

Do you recognise the editorial board?
- Have you heard of the editorial board members?
- Do the editorial board mention the journal on their own websites?

Is the publisher a member of a recognized industry initiative?
- Do they belong to the Committee on Publication Ethics (COPE) ?
- If the journal is open access, is it listed in the Directory of Open Access Journals (DOAJ)?
- If the journal is open access, does the publisher belong to the Open Access Scholarly Publishers' Association (OASPA) ?
- Is the publisher a member of another trade association?

ERIH PLUS

The European Science Foundation (ESF) signed in January 2014 a memorandum of understanding with the NSD - Norwegian Centre for Research Data to transfer the maintenance and operations of the European Reference Index for the Humanities (ERIH) to NSD. The ERIH database operated by NSD is called ERIH PLUS.

The European Reference Index for the Humanities and the Social Sciences (ERIH PLUS) was created and developed by European researchers under the coordination of the Standing Committee for the Humanities (SCH) of the European Science Foundation (ESF). The ERIH lists, which initially covered only humanities disciplines, were first published by ESF in 2008, while revised lists were made available in 2011-2012. In 2014, responsibility for the maintenance and operation of ERIH was transferred to the NSD - Norwegian Centre for Research Data. The reference index at NSD is called ERIH PLUS in order to indicate that it has been extended to include the social sciences.

The lists published by the ESF SCH in 2011-2012 form the basis for the ERIH PLUS list. As the approval procedures of the ERIH PLUS database are different from ESF procedures (i.e. no peer review by expert panels is currently foreseen), ERIH PLUS does not feature ERIH categories but the database includes all other information accessible via the ESF website.

From 9 July 2014, ERIH PLUS will be open for submissions for inclusion of new journals. To be included in ERIH PLUS, scientific journals in the humanities and social sciences must meet the benchmark standards described here. These standards have been developed jointly by NSD and ESF and are based on the main principles used by the ESF SCH in ERIH and the Norwegian Association of Higher Education Institutions in the Norwegian Register for Scientific Journals, Series and Publishers.

Inclusion criteria
To be included in ERIH PLUS, journals must meet the following minimum requirements:

1. Explicit procedures for external peer review
2. Academic editorial board, with members affiliated with universities or other independent research organizations
3. Valid ISSN code, confirmed by the international ISSN register
4. All original articles should be accompanied by abstracts in English and/or another international language relevant for the field
5. Information on author affiliations and addresses

6. No more than two thirds of the authors published in the journal are from the same institution

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