

### IN THIS ISSUE

#### ARTICLES

- **Try Something New** 1  
*By Meghan McDevitt*
- **ISMTE in 2015** 2  
*by Kristen Overstreet*
- **The Future of Peer Review** 4  
*By Andrew Harrison*
- **For Whom the BELS Tolls** 7  
*By Deborah E. Bowman*
- **Local Groups Update** 9  
*By Jan Higgins*
- **Authors Do It Their Way** 12  
*By Carolyn Sperry*
- **COPE Flowchart** 14

#### MISCELLANEOUS

- **Calendar** 15



### Try Something New

By Meghan McDevitt

Editor  
*EON*

Many of us create a list of New Year's resolutions each January. I am not one of those people, but I do enjoy and value new experiences and take great pride in accomplishing something I've set out to do. This month's *EON* is filled with articles about new things you could try in 2015.

We begin this issue with a note from our President, Kristie Overstreet. Read on to learn about ISMTE's current initiatives and what exciting opportunities are on the horizon.

Andrew Harrison introduces Publons, a new peer-review platform that collects reviewer information and creates publisher-verified reviewer profiles. The aim is to provide researchers with a system to track their peer-review activities, allowing users to demonstrate measurable research output.

Have you thought of pursuing a certificate in editing? Deborah Bowman shares how she applied

for, completed, and passed the BELS exam and provides some reasons you might consider doing the same.

ISMTE Local Groups—coming soon to a city near you! Check out page eight for an update on ISMTE Local Groups and see how you can get involved.

Finally, Carolyn Sperry explores Elsevier's recently launched initiative called Your Paper, Your Way (YPYW), a new option to help make the submission process easier for authors.

We are also pleased to be able to publish COPE flowcharts in each issue this year. These excellent resources help Editorial Office staff follow COPE's Code of Conduct in cases of possible misconduct.

As always, we are eager to hear from you, our readers and fellow ISMTE members. Please let us know if you are interested in writing for *EON* or have ideas for article topics.



## ISMTE in 2015

By Kristen Overstreet  
 President, ISMTE  
[Kristen@origineditorial.com](mailto:Kristen@origineditorial.com)

I knew my two years as president of ISMTE would fly by, and I was right; here we are already in 2015. 2014 was a whirlwind of activity. Thanks to many dedicated, passionate ISMTE members, we accomplished many great things and are looking forward to more in the coming year and beyond. In my message last year,<sup>1</sup> I focused on four areas: committees, marketing, partnerships, and value. I want to update you now on our accomplishments in those areas and our plans for the future.

### Committees

We had 10 active committees/focus areas in 2014: European Meeting Planning, North American Meeting Planning, Professional Development, Regional Group Coordination, Partnerships with Peer Organizations, Membership, Awards, Sponsorship, Volunteer Coordination, and the Industry Advisory Board ([www.ismte.org/?page=FocusAreas](http://www.ismte.org/?page=FocusAreas)). As a result, we had:

1. Two well-attended meetings in Philadelphia and London with excellent content, posters, networking activities, and increased sponsorship;
2. Four new local groups, a book club, and live streaming of one of the Research Triangle Park Area meetings;
3. COPE (Committee on Publication Ethics) meetings in conjunction with the Philadelphia and London meetings, as well as collaboration with EASE (European Association of Science Editors) and greater awareness of ISMTE in the industry;
4. Our highest membership to date (473 in total);

5. The opportunity to increase our Industry Advisory Board to 10 members, each of whom will serve on an ISMTE committee.

At the in-person Board of Directors meeting in August 2014 in Philadelphia, the Board discussed the strategic plan for the society and made the decision to commit to three meetings on three continents within three years to increase our membership and reach in the Asia-Pacific region. Toward that end, in 2015, we have added an Asia Meeting Planning committee as we prepare for meetings in Singapore in spring 2016 and in Beijing in spring 2017. Also, in December 2014, the ISMTE membership approved the slate of candidates for the Conflict of Interest committee that will convene in 2015 to uphold the Conflict of Interest Policy approved by the Board in September 2014. Additional current plans for 2015 include:

1. Two well-attended meetings in Baltimore and London with excellent content, posters, networking activities, and sponsorship;
2. COPE meetings in conjunction with the Baltimore and London meetings;
3. Joining CrossRef and having DOI numbers for *EON* articles, as well as providing *EON* articles in other languages, and producing another compilation of previously published *EON* articles;
4. Plans for a document outlining the essential elements for good Editorial Office practice and two documents jointly authored and published by members from ISMTE and EASE on the best practice for using the Impact Factor, as well as working toward establishing a credential for the profession;

<sup>1</sup> Overstreet K. ISMTE and you. *EON*. 2014;7(1):2-3.

5. More new local groups, including a virtual group for those who are in isolated areas (see the article in this issue on page eight);
6. Our highest membership to date, with a goal toward increasing our membership to 1,000;
7. Increased sponsorship from industry partners;
8. Awards planned for distribution at the 2015 conferences and annually thereafter.

Thank you to all of you who serve on these committees and do the work that has made ISMTE the great society it is and who are working to make it even better in 2015 and beyond, and thank you to those of you who actively use the resources and opportunities that are provided. If you are interested in serving on a committee, please visit our volunteer sign-up site at [www.signupgenius.com/go/10c0c48afaf2fa13-sign](http://www.signupgenius.com/go/10c0c48afaf2fa13-sign).

### Marketing

We launched several new marketing initiatives in 2014. These included a new website ([www.ismte.org](http://www.ismte.org)), a weekly email to members with society and industry information (posted on Wednesdays), a sponsored compilation of *EON* articles that was provided to all meeting attendees, and a booth at the Council of Science Editors conference in May 2014 where information about the society was provided and those staffing the booth had the opportunity to meet people who would benefit from joining ISMTE and attending its meeting. Additionally, Meghan McDevitt, *EON* Editor, began identifying an article from each issue for Open Access and mailing the link to this article to each of our sponsors. Until every Editorial Office professional in the world has heard of ISMTE, our marketing work is not done. Please help us by spreading the word to your colleagues. No longer need anyone work in isolation.

### Partnerships

Michael Willis, President-Elect, has been reaching out to other industry organizations and

identifying how we can partner together to benefit Editorial Office professionals. Using our individual networks, we can spread the word about available resources, partner together to create new resources, and collectively advocate for best practice in peer review and Editorial Office management. If you have suggestions for future partnerships, or for furthering existing partnerships, please contact Michael at [miwillis@wiley.com](mailto:miwillis@wiley.com).

### Value

As I said in last February's *EON* article, "The best way to find value in your membership is to be actively involved: join a committee, submit a poster abstract, agree to speak at a meeting, participate in the discussion forums and on social media, and let the members of the Board know what is great about ISMTE and what needs improvement. In these ways, you can give back to the society and also increase the value that ISMTE has to offer." Each individual member provides value to ISMTE and we hope through the initiatives listed above, through the relationships you develop with your fellow members and meeting attendees, and the resources ISMTE provides to you that you feel membership in ISMTE provides you with great value. Please contact me or any member of the Board with comments or suggestions ([www.ismte.org/?page=Leadership](http://www.ismte.org/?page=Leadership)).

### Summary

It is an honor and a pleasure to serve ISMTE. We are a young, growing society that fills a need in our industry—"...to connect the community of professionals committed to the peer review and publication of academic and scholarly journals" (from our mission statement; [www.ismte.org/?page=Mission](http://www.ismte.org/?page=Mission)). I look forward to working with each of you in 2015 to accomplish our planned initiatives and plan the next steps to improve ISMTE.

## The Future of Peer Review

By Andrew Harrison

Growth Marketing Analyst

Publons

Since the beginnings of peer review, little has changed. Manuscripts submitted to scientific journals are reviewed by relevant authorities and amended before publication. Reviewers are expected to spend their precious time and expertise writing reviews, often summarily discarded upon a paper's publication, knowing they will receive no recognition for the efforts expended. This peer-review process can in some cases delay the publication of important scientific findings by more than six months.

While this selfless effort on the part of reviewers is admirable and surely in the best interest of science, it is astonishing that the vital activity of peer review is so under-incentivised. Over the last few years, several online services such as Publons.com have arisen which attempt to pull science and peer review into the modern age. Such systems aim to streamline the peer-review process for reviewers, editors, and publishers, while maintaining and even improving standards of security. As Publons' 5,000+ (and rapidly growing) user base testifies, such services are meeting appreciative support from the peer-review community.

### What Is Publons?

Publons provides reviewers with a platform on which they can keep track of their peer-review work and turn it into a measurable research output. Post- or prepublication reviews can be submitted and verified by journals or editors, allowing reviewers to download an official review record to be included with CVs or tenure applications.

Review content is never published without the reviewer's consent, allowing Publons to integrate alongside existing privacy agreements while giving reviewers a foothold in the Open Access future. Publons aims to make this process as straightforward for users as possible with review submission as easy as sending in review receipts or, where Publons is partnered with a publisher,

simply opting in to automatic integration with their account.

Postpublication review is an area in which science promises to evolve significantly in the coming years. The Internet allows the scientific community many new forums in which to discuss and critique papers, a dialogue which until recently was reserved to dinner tables at conferences and institutional lunchrooms. While some of these discussion platforms follow the path science has been travelling for centuries by emphasising anonymity, Publons believes accountability and transparency to be the future and provides a postpublication review forum where critique, associated with a user's verified peer-review record, is able to be evaluated alongside evidence of his/her expertise in the field. Postpublication review is an arena of particular benefit to young and inexperienced reviewers early in their career. By performing postpublication review on Publons, these burgeoning scientists can demonstrate their ability to evaluate research and get a head start in the realm of peer review.

### What Does All This Mean for Editors?

In recent years the scientific community has seen more and more examples of peer-review fraud leading to retractions from major journals, the resignation of editors, and general distrust of the scientific publishing process. The 2012 case of Hyung-In Moon, highlighting the problems inherent to the system, saw Moon recommending fictional reviewers for his papers and supplying email addresses to which he had access. This allowed Moon to effectively review his own work and the deception was all too easy. With the largest online database of peer reviewers and review content, Publons is uniquely poised to aid editors in combatting this particular vein of peer-review fraud.

In 2015, Publons will unveil a suite of tools for registered editors, giving them insight into peer

reviewers and their review history. As discussed in the next sections, these tools include reviewer search, reviewer screening, reviewer contact, and review verification.

Reviewer Search

It does not take a particularly cynical view of humanity to see that the common practice of asking

the authors of a paper to suggest peer reviewers invites fraud. Even in situations less extreme than that of Hyung-In Moon, authors are able to recommend friends or colleagues, requiring editors to be ever vigilant. Publons' reviewer search tool allows editors to submit manuscripts and find reviewers with relevant expertise and experience in peer review. The search tool checks the publication

Official Reviewer Record

PREPARED BY PUBLONS ON JAN. 6, 2015, 5:25 A.M.

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# Andrew R. H. Preston

Publons ID 1

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## Affiliations

- Research associate - Boston University
- PhD student - Victoria University of Wellington
- Undergraduate - Industrial Research Ltd.
- Research Associate - The MacDiarmid Institute for Advanced Materials

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## Editor for

Publons

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## Complete review record

✓ = VERIFIED    = PUBLISHED CONTENT

2014-12-18	Reviewed for <b>Open Journal of Preventive Medicine</b> ✓
2014-05-17	Reviewed for <b>Journal of Applied Physics</b> ✓
2014-04-19	Reviewed for <b>Journal of Applied Physics</b> ✓
2011-01-26	Reviewed for <b>Radiation Physics and Chemistry</b>

An example of an official reviewer record from Publons.com

histories of the parties involved to deduce any potential conflicts of interest and provides editors peace of mind in selecting reviewers for a paper.

### Reviewer Screening

In situations where an editor has a shortlist of reviewers, whether recommended by an author or otherwise, it can be difficult to confirm the identity and details of said reviewers with any certainty. Publons' reviewer screening tools gives editors the ability to cross reference reviewer names and/or email addresses against the Publons database of verified peer reviewers. As noninstitutional email addresses are often perceived as untrustworthy, the ability to confirm such an address's legitimacy is invaluable to both reviewers and editors alike. The search results provided by the reviewer screening tool highlight discrepancies in names and associated contact details and give an overview of a reviewer's peer-review experience.

### Reviewer Contact

Once suitable candidate reviewers have been found and vetted, Publons provides a secure and private means for editors to contact reviewers via a verified email address. This system protects the privacy of reviewers by allowing editors to contact them without being given their verified email

address and gives editors a direct line of contact through a trusted intermediary.

### Review Verification

One of Publons' major strengths is in its vast quantity of review data. We now allow reviewers to request review verification, through us, from their editor. Verified reviews are good for everyone as they give the reviewer more Publons merit and are a more reliable indicator of experience and expertise when editors are looking at candidate reviewers. Through verifying reviews, editors also get more recognition for their work in the peer-review process.

### ...And Beyond

Scientific publishing is currently amidst major upheaval and no one can predict with any certainty where the community will lie in even a year. Publons' attempts to address the current requirements of the community with an eye to facilitating future needs have arguably earned the company a place at the forefront of whatever change the coming years bring. By rewarding the efforts of the dutiful and too often neglected peer-review community while simultaneously providing more secure channels for editors to interface with it, Publons hopes to increase the reliability and efficacy of peer review and speed up science in general.



## For Whom the BELS Tolls

By Deborah E. Bowman, MFA, ELS  
 Managing Editor  
*GIE: Gastrointestinal Endoscopy*

I like to challenge myself. That's why, when I saw the flyer for the BELS (Board of Editors in the Life Sciences) exam at an ISMTE conference, I was intrigued. I didn't do anything about it right away, but I did save the flyer and looked at it from time to time. Hmm...passing the test gives an editor a certification that allows her to put ELS after her name. Cool! But, I asked myself, how would it help me?

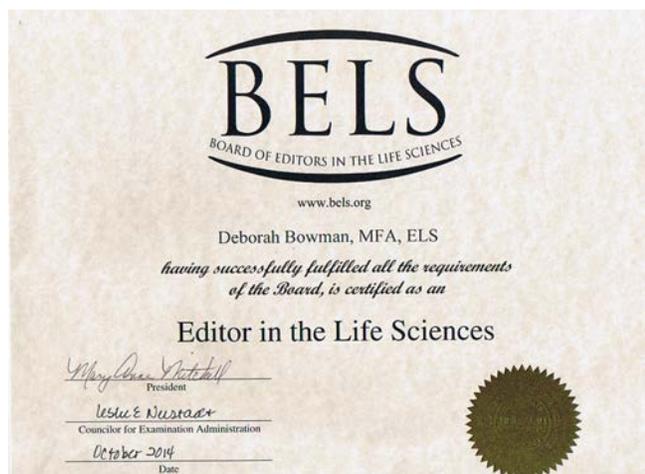
The BELS website gave three reasons to work toward certification. First, to give editors in the life sciences a way to demonstrate their editorial proficiency. I already have a great job as Managing Editor and was not planning to look for another, so that didn't seem to apply. Second, to provide employers a way to identify top editors. Again, not looking for another job. Third, to establish a standard of proficiency for editing in the life sciences. That one struck a chord. I have learned, from talking to people at ISMTE conferences, that "Managing and Technical Editors" means different things to different people, different societies, and different journal offices. If passing this test proves that a person passes a standard of proficiency set by BELS, then I knew I wanted to do that, to prove it to myself and to others.

My Society requires us to set goals each year. In early 2014, it occurred to me that passing the BELS test would be a good goal, so I visited the BELS website with more serious intent ([www.bels.org](http://www.bels.org)). I soon realized that this was not going to be easy. They require you to apply and be approved for candidacy, to begin with. To be eligible, you have to have a bachelor's degree from an accredited academic institution and have at least two years of experience as a manuscript editor. They define a manuscript editor as someone who is concerned with the expression of the content as well as the form of a manuscript.

If I had been designing the "BELS reasons for certification," I would have added a fourth reason, based on what I hoped to accomplish: to learn more about scholarly publishing along the way. I checked the dates of the exams, which are given all over the world, and saw that one was scheduled to be given in Memphis, Tennessee, in October 2014. Once you are approved to take the test, you have two years to take it, but I wanted to pass before the end of the year to achieve my 2014 goal, so October became my target date.

To apply, you have to send BELS a completed registration form, a copy of your diploma(s), your resume or CV, and three letters of recommendation from people who can verify your employment, along with a registration fee. I gathered everything and sent it in, and soon received notification that I had been approved for candidacy.

At that point, the question became "How do I prepare for this test?" The BELS website offers a study guide, which includes 21 sample questions. These helped me understand the many directions my preparation should take. The questions on the actual exam, I learned, would test my knowledge on grammar, punctuation, mechanics, usage, syntax, organization of sentences, internal consistency, numbers (yes, there was some math!),



bibliographic references, tables and illustrations, units of measure and scientific terms, publishing, and publishing ethics.

I felt a little overwhelmed by the wide variety of topics, but the guide made it clear that the best way to prepare is to have done the day-to-day work of a Managing Editor for a period of time. It is true—I felt confident in many of the subjects, but knew I needed to brush up on other areas. The study guide lists some books that can help, and I added a review of some American Medical Writers Association (AMWA) courses I had taken (statistics, ethics, medical terminology). It was a year of learning!

Just a couple of weeks before the test, I read a blog post by a woman who had taken the test earlier in the year. She said her biggest surprise was how hard the exam was. Nerves! I drove to Memphis from St. Louis with trepidation and showed up for the exam early. I spent the minutes before the exam exchanging nervous remarks with others who appeared to be just as anxious.

The test was hard, just as reported. The questions did indeed cover a wide variety of subjects,

and the difference between the correct and the almost-correct answer was often difficult to ascertain. We were told that we would receive the results in six weeks, but I actually got mine in the mail in about four weeks. It was a wonderful and exciting moment when I read the words that said I had passed, and I quickly set about adding “ELS” after my name everywhere. But the biggest surprise for me in this whole process was a feeling I got right after completing the exam, before I even knew whether I had passed. Almost immediately I realized I was feeling a burst of self-confidence. Even though the questions were hard, I never felt lost, and this was the test that determined “editorial proficiency.” In fact, I was glad that the test was hard; what would it have proven otherwise? I had always felt that I was good at my job, but to have this confirmation was surprisingly gratifying. Best of all, the feeling has lasted.

So I would add a fifth reason to the BELS list for why someone should take the exam: to gain self-confidence. Goal accomplished.

## Save the Date!



**8th Annual ISMTE European Conference**  
 October 13, 2015  
 Park Inn Hotel London Heathrow  
 Heathrow, Middlesex, United Kingdom  
 COPE to have a half day meeting on October 12



**8th Annual North American ISMTE Conference**  
 August 20-21, 2015  
 Sheraton Inner Harbor Hotel  
 Baltimore, Maryland, USA  
 COPE to have a full day meeting on August 19

## Local Groups Update

By Jan Higgins, PhD  
Managing Editor  
*Genetics in Medicine*

After last year's annual meeting, I received several notes of interest from people about starting their own local area groups. I wanted to update you on what is going on in the different areas.

### DC Area

The Washington, DC area ISMTE group is still coalescing and we need your help! If you're interested in meeting on a monthly or bimonthly basis, please provide your preferred area and day/time to meet for a happy hour and ISMTE discussion/networking hour. Suggested topics of discussion are welcome too. If you're interested, please enter your information and preferred meet-up times in the following Google Docs spreadsheet: <http://goo.gl/MTXuM7>

Contact: Paige Wooden ([pwooden@agu.org](mailto:pwooden@agu.org))

### Heidelberg & Weinheim (Rhein-Neckar Region of Germany)

With two major science publishers, a world-renowned university, and some of the top research institutes in Europe—and thus many Editorial Offices—it seemed logical to try and form a local group for ISMTE in the Rhein-Neckar region of Germany. It all started in July 2011 when our founder Sherryl Sundell contacted all the “hits” (which came to about 25) from a Google search for “Editorial Office” and “Heidelberg,” “Weinheim,” etc. And believe it or not, a whole bunch of people responded. After conducting a little survey about how often we should meet, when, where, etc., and about topics of interest for discussion, we met for the first time in October 2011 and have been meeting three times a year ever since to discuss common problems and editorial office issues. Basically we get together evenings after work in a separate room at a local pub, where we have a drink, discuss our topic, and then have a bite to eat. Some of us are “regulars” but there are also others who can't make it every time. Up to now, we have announced a topic

for discussion beforehand and everyone “brought” something to the meeting.

At our last meeting in November, we decided to become an official ISMTE local group—we think the first one in Europe! We have set our meeting dates for 2015 and are now in the process of selecting topics for presentation and discussion. We also decided to conduct our meetings a bit more formally and hope to generate more interest.

If you live and work in the area, keep your eye out for the announcements about topics and times. We would love to meet and welcome you into the group.

Contact: Sherryl Sundell ([S.Sundell@dkfz-heidelberg.de](mailto:S.Sundell@dkfz-heidelberg.de))

### Chicago Area

The Chicago area ISMTE group conducts casual, after work networking meetings in centrally located restaurants. The next scheduled meeting will occur on Wednesday, February 4, 2015, at 6 pm, in the Athena Restaurant (212 S. Halsted St, Chicago).

The group had its first lunch meeting in December 2013 with four attendees. At that meeting, we decided that an after work time slot was better and have been meeting every other month since then. Our meetings have been casual discussion and networking. Sometimes we propose topics to discuss at our next meeting, and always we just see what comes up. Our hope is that all participants “bring” something and “take” something from the discussions.

At our last meeting we decided to reach out to all Chicago-area ISMTE members, as well as to non-members who have attended a meeting, to survey for opinions and interest for future meetings. We are in the process of putting together a survey to determine how we can best serve the Chicago area as a local group. Input for our group is welcome.

Contact: Karen Parks ([karen.k.parks@sbcglobal.net](mailto:karen.k.parks@sbcglobal.net))

### Philadelphia: Call for Members

Editorial Office professionals in the Philadelphia area are invited to join a new local ISMTE group, which will be forming in early 2015. Open to members and nonmembers alike, the group will provide Editorial Office professionals in the Southern New Jersey, Philadelphia, and Northern Delaware communities the opportunity to gather, grow, and learn. Whether you are new to the industry or a seasoned veteran with lessons to share, the Philadelphia chapter aims to support the needs of all members with access to mentoring and peer support, professional development, education, and the latest in industry trends.

If you or someone you know is interested in learning more about the Philadelphia chapter, please complete the chapter survey at <https://www.surveymonkey.com/s/BXRNJKM>.

Contact: Christine Dymek ([christine.dymek@kwfco.com](mailto:christine.dymek@kwfco.com))

### North Carolina—Research Triangle Park (RTP) Group

The first ISMTE local group is now holding meetings every other month at the offices of Research Square in Durham. We have a 20 minute talk that can be remotely viewed by members (ask local group contact Jan Higgins for details) followed by lunch (kindly provided by Research Square) and a networking session. The local group has expanded into a quarterly business book club as well as small workshops on journal submission systems (Editorial Manager and ScholarOne so far). Our upcoming talks are at noon on Monday, February 2, 2015 (topic: “Science for English Majors”) and Friday, April 10, 2015 (topic: “Helping Your Editor with Useful Reports”). We are always looking for topic ideas and are open to members and nonmembers alike.

Contact: Jan Higgins ([gim@acmg.net](mailto:gim@acmg.net))

### Boston Area

The Boston local group of ISMTE held its first meeting on October 1, 2014 and will be meeting every six to eight weeks. Our first meeting was in the evening at the Dorchester Yacht Club in the Dorchester section of Boston; in mid-November

we held a breakfast meeting at the Malden, Massachusetts headquarters of Wiley-Blackwell, and in late January 2015 we will be meeting at the headquarters of Aries Systems in North Andover, Massachusetts. Meetings are open to anyone in the area interested in publishing and the many topics that go along with that. So far we have had in-depth discussions about retractions and assisting authors through making instructions for authors, particularly instructions regarding figure formats, clearer and more easily understood.

We have plans to invite experts in the publishing industry address the group in future meetings, which will likely continue to have varied venues and times for the first few months to accommodate the schedules and locations of interested participants.

Contacts: Steve Cavanaugh ([scavanaugh@origineditorial.com](mailto:scavanaugh@origineditorial.com)) and Jennifer Mahar ([jennifer@origineditorial.com](mailto:jennifer@origineditorial.com))

### New—Virtual Group?

Home alone? Have you heard about or been reading about the activities of any of the ISMTE local groups and thinking that it would be great to connect with others too? We want to explore the idea of forming a virtual group bringing together those of us who work in small offices far away from other members. It may be networking as our own group or facilitating joining a larger local group remotely. The digital world can provide us with the opportunity to get together via the Internet and share, so we would like to find out if there is interest in creating this group. The group could engage in something as simple as sharing the odd occurrence or problem of the week, a new tip or technique that was useful in the office, or other more in-depth topics (*i.e.*, strategies for working alone all the time). If you think you'd like to join in this type of conversation please contact Kimberly LaBounty at [kimberly@ismte.org](mailto:kimberly@ismte.org). We would love to bring this part of the community together.

Information on local groups is on the ISMTE website at <http://ismte.site-ym.com/?page=LocalGroups>.





## Authors Do It Their Way: Elsevier's Your Paper, Your Way System

By Carolyn Sperry

Editorial Assistant

*Archives of Physical Medicine and Rehabilitation*

Elsevier's Your Paper, Your Way (YPYW) is an initiative designed to make the submission process easier for authors. The YPYW option streamlines formatting requirements at initial submission, allowing manuscripts to be submitted faster.

According to Elsevier's website, the YPYW initiative was created in 2011 in response to requests from researchers to simplify the process of preparing and submitting papers. Because many papers are submitted to more than one journal before being accepted for publication and because each journal tends to have different formatting requirements, authors were complaining that hours could be wasted on reformatting manuscripts that could be better spent doing research. Over the past few years, Elsevier rolled out the initiative to hundreds of diverse journals of various sizes, and as of September 30, 2014 (the most recent data available from Elsevier) there were 670 titles live in YPYW, including 113 society-owned titles.

At initial submission, YPYW enables authors to upload only what is necessary for peer review,

allowing authors to focus on the quality of the science rather than the formatting of the paper. Instead of closely following more stringent, journal-specific submission requirements, authors are free to use any format or layout that can be used by referees to evaluate the manuscript. However, the journal's language requirements and scientific criteria are not affected. Authors may submit their manuscript in a single file, with figures and tables embedded in the paper instead of uploaded separately. Figures should be just high-resolution enough to be clearly viewed. Any reference style is acceptable as long as it is standard and consistent. Key requirements of the journal, like blinded title pages for double-blind review or conflict of interest forms, remain in place.

As a result of YPYW, authors are less likely to worry about sinking time and effort into formatting and uploading a paper that stands a good chance of getting rejected, and, if rejection does occur, can more quickly submit their work to another journal. Thus, the effect of YPYW could be

**Your Paper Your Way** offers you the option to upload your manuscript in one file and in any layout. The file can be PDF file or MS Word but all manuscript components should be included to allow referees to evaluate your manuscript. References can be in any style, as long as they are complete and consistent. Figures need to be high enough quality for refereeing. If you prefer to do so, you may still provide all or some of the source files at the initial submission. See the Guide for Authors on the top menu for more details of the journal's requirements.

Will you submit using **Your Paper Your Way** or **Standard Submission**?

[Instructions](#)

Please select a response

Your Paper Your Way

Standard Submission

Screenshot of a manuscript submission step offering the YPYW option

most appreciated at journals with a high rejection rate.

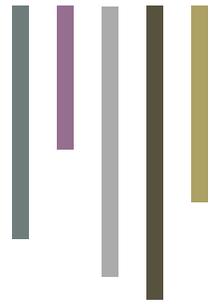
For authors whose work moves on to a revision or acceptance stage, source files will be required, and components like figures and tables will need to be uploaded separately.

According to information provided by Chris Baumle, Executive Publisher at Elsevier, YPYW has been received favorably by authors—87.5% of authors surveyed felt that it reduced the amount of time typically taken to format and submit manuscripts. Eighty-five percent of authors surveyed found YPYW easy or extremely easy, compared to 51% of those who chose traditional submission. Elsevier found no correlation between YPYW and the scientific quality of manuscripts, and found that YPYW did not create problems for most reviewers or editors. In fact, many preferred viewing tables and figures within the paper.

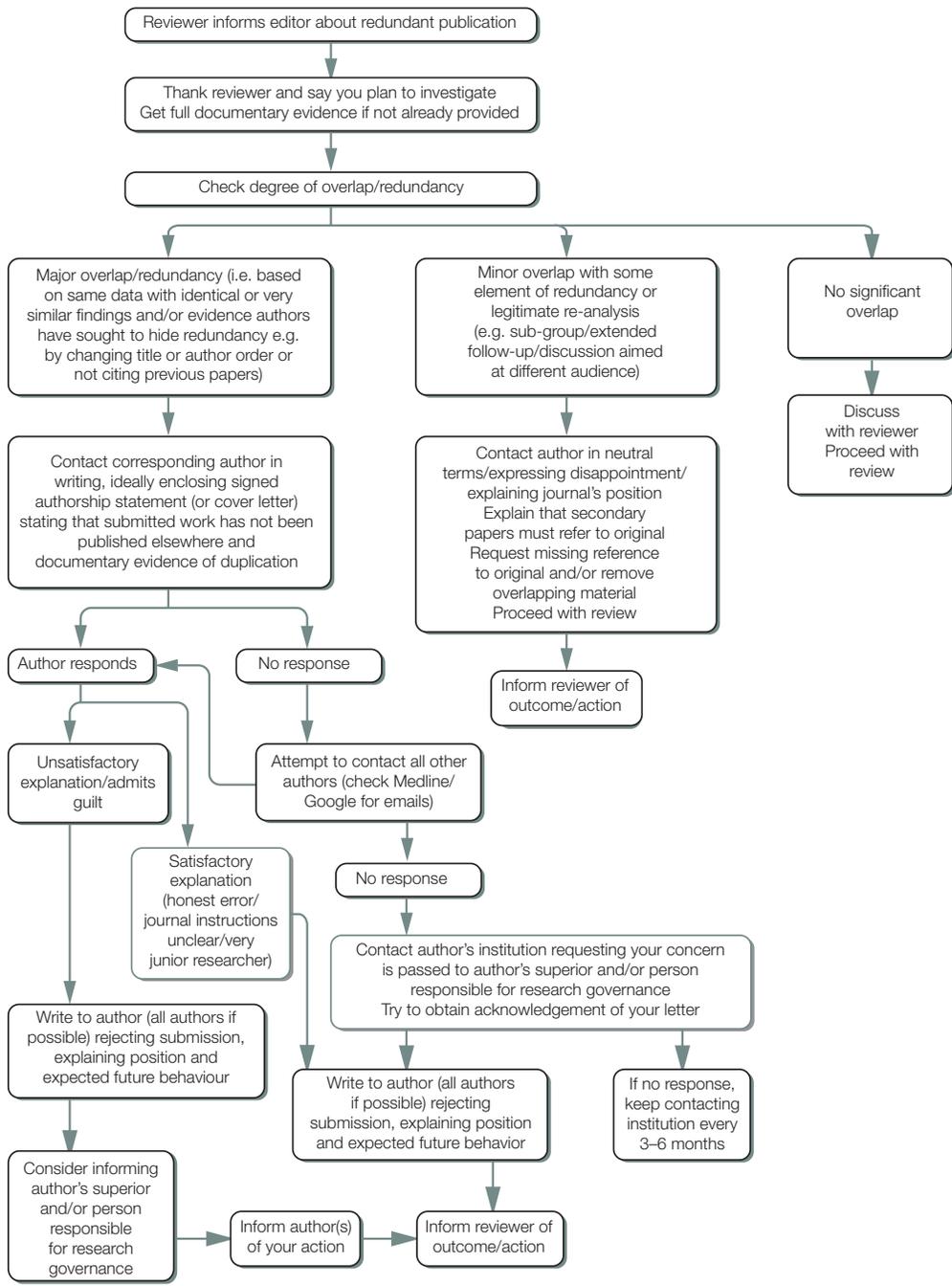
Elsevier did not provide any details regarding effects on Editorial Office staff; however, YPYW could result in less legwork at initial submission for journals which previously sent manuscripts back to authors for not meeting the more stringent formatting requirements. The submission system can be configured to prompt authors to add source files and upload all components separately at the revision stage.

Based on materials provided by Chris Baumle, Elsevier considers YPYW less suited to journals that frequently accept manuscript without revision, invitation-only journals, or journals with a large amount of copyediting before acceptance.

Has your journal started using YPYW? Let us know! Email Meghan McDevitt at [mmdevitt@asge.org](mailto:mmdevitt@asge.org).



## What to do if you suspect redundant (duplicate) publication (a) Suspected redundant publication in a submitted manuscript



Note: The instructions to authors should state the journal's policy on redundant publication.

Asking authors to sign a statement or tick a box may be helpful in subsequent investigations.

Note: ICMJE advises that translations are acceptable but MUST reference the original.

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## Calendar of Events

### ISMTE Book Club

March 4, 2015  
Cary, North Carolina, USA  
[www.ismte.org](http://www.ismte.org)

### COPE Forum

March 10, 2015  
[www.publicationethics.org](http://www.publicationethics.org)

### Financial Management in Journals Publishing

March 20, 2015  
London, England  
[www.alpsp.org](http://www.alpsp.org)

### Data Protection: Compliance Issues for Publishers (Full Day and Half Day Options)

March 24, 2015  
London, England  
[www.alpsp.org](http://www.alpsp.org)

### UKSG 38th Annual Conference

March 30-April 1, 2015  
Glasgow, UK  
[www.uksg.org/event/conference15](http://www.uksg.org/event/conference15)

### 2015 CSE Annual Meeting

May 15-18, 2015  
Philadelphia, Pennsylvania, USA  
[www.councilscienceeditors.org](http://www.councilscienceeditors.org)

### SSP 37th Annual Meeting

May 27-29, 2015  
Arlington, Virginia, USA  
[www.sspnet.org](http://www.sspnet.org)

### Editing Goes Global

June 12-14, 2015  
Toronto, Canada  
[www.editors.ca](http://www.editors.ca)

### ISMTE North American Conference

August 20-21, 2015  
Baltimore, Maryland, USA  
[www.ismte.org](http://www.ismte.org)

### ISMTE European Conference

October 13, 2015  
Heathrow, Middlesex, United Kingdom  
[www.ismte.org](http://www.ismte.org)

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