ISMTE INTERNATIONAL SOCIETY OF MANAGING AND TECHNICAL EDITORS

EON Editorial Office News

ARTICLE

Summary of the 2011 ISMTE North American Conference

by Deborah E. Bowman, MFA
Managing Editor
GIE: Gastrointestinal Endoscopy
dbowman@asge.org

The ISMTE North American Conference began on August 9, 2011, in Washington, D.C. This was the largest conference yet, with 98 registered attendees. People came from as far away as Australia, Canada, England, and Germany, and from all over the United States. Many types of journals were represented by editors and publishers, and the mood was one of excitement as ISMTE Vice President Glenn Collins greeted the audience and reminded all of us to think of this as our meeting and to learn from each other.

Elizabeth Blalock, ISMTE President, welcomed the audience by reminding us that 2012 will be the fifth anniversary of ISMTE. In five years, we have made great strides, including increasing numbers of members, gaining corporate support, and forging collaborations with EASE, Best Practices Newsletter, Equator Network, and COPE. Elizabeth urged us to participate in the ISMTE Discussion Forum and our LinkedIn network.

Michael Clarke, Executive Vice President for Product and Market Development at Silverchair Information Systems, was the keynote speaker for the conference. In his role at Silverchair, he leads the development of next-generation semantic tools and platforms for STM and scholarly publishers. He explained semantic technology to us by saying that most content is written for humans, whereas semantics adds a normalized, logical meta-data layer of meaning to the content so that computers can make sense of it and build connections to the information. This semantic fingerprint shows which concepts appear in an article, and how often. For example, if

In this issue:

Articles

Columns

Miscellaneous

2011 ISMTE Conference Summary *continued*

someone is looking for information about heart attacks, they might search on 'heart attack,' 'cardiac arrest,' 'myocardial infarction,' or any number of other terms, but if the searched-upon term isn't in the article, the article won't appear in the search results. With semantics, the human-written pages are broken down and then rebuilt, and the normalized semantic layer becomes the express lane to finding content. It is basically a better version of XML.

Mr. Clarke explained that you start this process by creating user stories that capture what the user wants to achieve. These are like MadLib fill-ins: I am specifically emphasizing ___ because ___ needs to be able to find ___ more efficiently. If your users are very visual, you may add value by linking pictures to your search results. The tags can be added between publication and the final output of XML. New terms will always need to be added as they come up.

Who is responsible for tagging content? The editors at the conference were understandably concerned to think of the great amount of extra work this might create for them. Mr. Clarke assured us that vendors can help and that the task will become easier as we move toward domain-normalized taxonomy. The information will live in databases and in on-site servers. Eventually the taxonomy creative will go away and we will just have to apply it.

Why should we care? Because we want our users to experience speed, personalization, and a smooth application. Any growth in industry, as we move forward, will have to come from new product development, so we have to be sure we stay informed and aware of the products at our disposal.

The Value of the Vehicle: The Production of a Scientific Publication

by Kristen Overstreet and Wendy Krank

Rebecca Airmet, managing editor for *Applied Spectroscopy,* presented a breakout session on production issues Tuesday morning, discussing the value that the production process brings to a scientific manuscript. A memorable point she made was that when production is done well, it is invisible. Ms. Airmet said, 'When there are errors in the published product, the container becomes visible. The container is seen instead of the content.'

Copyediting, formatting, captions, and tagging all occur during the production process. When finished, the manuscript is typeset and sent to the authors and/or editorial office for review. A cleaner manuscript at the start of the process will require less time in production and result in fewer errors in the typeset product.

Editorial office staff can facilitate a smoother, higher-quality process by clearly communicating style and formatting requirements to authors in the journal's author guidelines. (Yes, attendees always discuss at the meeting the fact that authors don't read these, but at least you have instructions to point them toward when you send the manuscript back to them for revision.) This will help lessen the amount of time the manuscript spends traveling back and forth between the author, editorial office, and production team.

Are the author guidelines for our journals clear and concise enough for global authors? Are we communicating the instructions with clarity? Have we made the instructions concise enough to ensure an author will submit a manuscript that meets the criteria for the journal? Ms. Airmet brought forth questions that we should all address in our author guidelines. There is always room for improvement.

Ms. Airmet also encouraged attendees to review tables and figures for style, format, and quality before releasing them to production. to advocate for high-quality copyediting and production services because it is important to maintain the quality and accuracy of the permanent body of knowledge.

Production schedules should be on our radars to keep manuscripts flowing to meet the deadlines to the publisher. Ms. Airmet showed us the necessity for logs and tracking, and specifically, sharing the logs with journal colleagues to keep them in the loop of the process.

The session ended with a 20-minute question-and-answer period where attendees compared processes and discussed unique issues with Ms. Airmet and each other. A tweeter mentioned that this period was the best part of the session.

Ethics

by Ira Salkin

'Ethical issues in biomedical journal publishing – The Lancet's perspective' was the title of one of the two 'breakout' sessions offered on Tuesday morning at the ISMTE North American conference in Washington, DC. The discussion was led by Maja Zecevic, PhD, MPH, the only senior editor of *The Lancet* in North America. Dr. Zecevic first noted the distinction between ethical issues relative to the design and execution of a scientific investigation as opposed to the ethical dissemination of the data generated by such a study. As the editor of a leading clinical journal she focused on the latter area, including the following topics, each with one or more case presentations:

- publication of unethical research, *e.g.,* that performed without the informed consent of the participants;
- authorship decisions including the qualifications, listing order, and the misuse of the designation of author;
- conflicts of interest on the part of the journal, editors, authors, and reviewers such as direct or indirect financial considerations and the personal or religious beliefs of one or more of these individuals;
- data redundancy due to inadequate literature surveys by the authors, especially the frequent reliance on the Internet, e.g., the use of PubMed as the sole source of information on prior investigations (as Dr. Zecevic noted, scientific investigations were conducted prior to the advent of PubMed in 1966);
- data fabrication, which is one of the most difficult ethical violations to detect within the editorial processing of submissions as it is generally reliant on the careful evaluation of manuscripts by reviewers or in the case presented, by the author's institution;
- and last, but by no means least, plagiarism in its many forms such as duplicate publication of the same text and/or data, the publication of the same paper in foreign and English languages, or the use of portions of or the entire contents of rejected manuscripts by ethically challenged reviewers.

Dr. Zecevic concluded her presentation with a discussion of the recent introduction of CrossCheck on a pilot basis by some of the Lancet's journals as a means of assisting the editorial staff in the detection of plagiarism. She noted that the program will be used by the peer-review editors to screen only non-data

2011 ISMTE Conference Summary *continued*

prior to their assignment to peer reviewers. This is not as onerous a task as it might seem when one considers that only 10% of the papers submitted to *Lancet* are sent for peer evaluations. The similar factors detected with CrossCheck with only four of 150 manuscripts (2%) sent for review were sufficiently high as to suggest plagiarism. This could be interpreted as indicating that the authors submitting papers to the Lancet maintain ethical standards we would hope to find in every submission.

Since the staff of *The Lancet* are Elsevier employees, Dr. Zecevic provided the following publically available Elsevier websites to assist in managing ethical issues:

- Publishing Ethics Statement and Resource Kit (PERK) at www.elsevier.com/wps/find/intro.cws_home/publishing or

  www.elsevier.com/wps/find/editorshome.editors/Introduction

- Standard Operating procedures Editorial Manual at

  www.elsevier.com/wps/find/simple_search.cws_home?boost=true&needs_keyword=true&adv=false&action=simple_search&default=default&keywords=standard+operating+procedures&submitTopNav=Search

- Conflict of Interest Policy at

  www.elsevier.com/wps/find/simple_search.cws_home?boost=true&needs_keyword=true&adv=false&action=simple_search&default=default&keywords=conflict+of+interest&submitTopNav=Search

- Legal Guide to Plagiarism at

  www.elsevier.com/wps/find/simple_search.cws_home?boost=true&needs_keyword=true&adv=false&action=simple_search&default=default&keywords=legal+guide+to+plagiarism&submitTopNav=Search

In addition, Dr. Zecevic provided the following Web addresses of the more well known sites that bring different perspectives to ethical issues:

- Council of Science Editors at www.councilscienceeditors.org
- World Association of Medical Editors at www.wame.org
- International Committee of Medical Journal Editors at www.icmje.org
- Committee on Publication Ethics (COPE) at www.publicationethics.org

Erin Dubnansky, chair of the ISMTE Training Committee, filled us in on what her committee has been doing this year. The committee learned, via a survey, that members wanted modules on ethics, social media/networking, digital repurposing of content, how to conduct readership surveys, and marketing. Preferred formats are online learning and short courses. Their focus is to make these resources comprehensive, convenient, inexpensive, and practical.

The ISMTE website currently contains 3 training modules: Publishing Ethics, How to Create an Audioboo Podcast, and Publishing High-Quality Figures. Under construction are resources on image manipulation and a video on How to Set Up a Facebook Page. Under consideration are a technology forum and an

2011 ISMTE Conference Summary *continued*

Impact Factor webinar. Ms. Dubnansky welcomes ideas on other modules, so feel free to send your thoughts through the Contact Us area of the website.

Jason Roberts, chair of the ISMTE Resources Committee, spoke briefly about the information available on the Resource Central area of the website, including Share Your Knowledge, where links are available to articles by members, Best Practices Newsletter, ISMTE Career Services, Setting Up an Editorial Office, Publishing Terms Glossary, and more. Contact Dr. Roberts with your ideas for expansion to Resource Central.

Caroline Sutton, publisher of Co-Action Publishing and President of Open Access Scholarly Publisher's Association (OASPA) spoke to us about open access. She defined open access journals as those that offer free access plus re-use opportunities. The option encompasses journals across all disciplines. Journals that want to participate in open access publishing usually complete Creative Commons Licenses so that the rules are clear to all users.

Another type of open access is Green Open Access, in which access is achieved through the self-archiving of journal articles. One common argument in favor of open access is the taxpayer argument: taxpayers are paying for research through their taxes, so they should be able to access all of the resulting articles. Dr. Sutton recommended a book entitled *Free: The Future of a Radical Price* by Chris Anderson. In this book, Mr. Anderson discusses which business modes can accommodate open access. Digital content is getting cheaper to produce, so we each need to decide what kind of business margins we need.

Dr. Sutton explained that we should change our way of thinking; when open access was first proposed several years ago, few editors thought they would ever want to use that model. Now, thousands of journals are open access, including more than 600 society journals. Publishing and the ways that we access information are changing daily, so it is time to change our metaphor for knowledge: It is now just one node within a network. Imagine, she said, how quickly science will move ahead if we have the tools to mine articles semantically.

Open access isn't for everyone, Dr. Sutton admitted, but societies can continue to make money with open access journals if they charge members for print copies of the journal or charge authors for submitting and/or publishing. When a journal is a Society's most important member benefit, however, there can be resistance to the open access model. For journals that are struggling, however, open access can mean more viewers, increased usage, and greater visibility.

International Expansion of Journals

by Jan McColm

David Sampson from Elsevier gave one of the Tuesday afternoon breakout sessions; his topic was the international expansion of journals. He started by suggesting that before you embark on any strategy you identify the reasons your journal may want to grow internationally. For example, is it business pressures or is it to increase members outside of the United States? Is it content drivers, such as, are you seeing an increase in non-US submissions?

Mr. Sampson suggested your first steps should include ideation or brainstorming, where you put on paper your wish list. Second, you should rank the ideas, and third prioritize these items based on the resources you have. In addition, he suggested you look regionally at what competitor journals you may have. Speaking to international delegates to your meetings, or, better yet, visiting the countries you have targeted for expansion and having conversations with locals are worth more than anything else.

You can expand internationally by finding a partner journal in a region/country. However, you need to find the right partner by using references from other journals they may have worked with. You also need to be sure your local partner will protect and police your intellectual property rights. Mr. Sampson cited Chinese journals as potential partners, in part because their more than 5,000 STM journals are all under government control. This means that no non-Chinese publisher can start a journal there. However, quality of Chinese journals varies, and Mr. Sampson detailed plans by the Chinese government to weed out low-quality journals and to improve the quality of the remaining journals. Thus, there will be more opportunities to partner with better-quality Chinese journals in the near future.

Mr. Sampson also showed examples of conferences, held in specific countries where you wish to expand, where a journal was presented. He then showed statistics on how this can improve your submissions from that country. You can also conduct publishing workshops both locally and internationally, and these are a great opportunity to engage new authors and reviewers. However, if funding these is an issue, the Internet can be used for videos or podcasts of these workshops.

Other ways to expand your presence internationally include special issues dedicated to publishing papers from a specific country or region. Often, appointing a local guest editor can help identify the authors for these articles. You can also have a regional edition of your journal, which may have a local editorial board. This can help extend your brand.

To ensure your international expansion goes well, you need to be sure the new authors you are targeting understand your needs. For example, your instructions to authors should have information relevant for statistics and images, and on ethics. Often, an international author will not know your ethical standards. Links to English language editing are especially important for non-native English speakers.

Finally, Mr. Sampson showed facts and figures on how emerging countries are increasing their spending on research and development well above that of the United States and Europe. This has lead to some predictions that US authors will not be the majority by 2015.

One thing Mr. Sampson mentioned early on in his talk was that any international expansion initiative requires a level of risk tolerance and patience!

Utilizing Social Networking as a Method of Journal Content Distribution

Everybody is doing it...This might not have been an effective way to get your mother to let you go out with your friends when you were young, but when it comes to journals, it is a good reason to consider new initiatives, and social networking is a good example of this. Bob Sumner's session focused on Facebook and Twitter, and he began with the sweeping statement that the use of social media is the most efficient method for accessing new information and generating interactions with readers. He said if your competition is using social media, then you should be using it as well. Recent statistics show that more than 600,000,000 people are on Facebook and more than 175,000,000 are on Twitter. What a great potential audience!

Should you use Facebook or Twitter? Both are useful in different ways. Facebook is a better way to connect with readers, whereas Twitter is better for disseminating information. If you can manage it, your journal should have both. In answer to a question from the audience, Mr. Sumner said that, for those

2011 ISMTE Conference Summary *continued*

editors who manage several journals, each journal should have its own Facebook and/or Twitter account.

What should you post? Both Twitter and Facebook have enormous potential for bringing your material to your audience, beginning with links to your most important articles as soon as they are online, news from your journal or society, and marketing material. You have the opportunity to turn yourself into a breaking source of news. You can also find material via Google reader searches, or you can find information posted by members or contributors and post or re-tweet that. Emphasize free content. Timing is extremely important; the immediacy of your information lets your followers know that you are worth following.

Other ideas are to post an occasional thank you to your reviewers or to highlight the accomplishment of authors who publish in your journal. You can ask them to include a sentence about themselves when they submit an article so it will be available to you when you are ready to post a link to that article. Giveaways and advertisements are a good way to increase your list of followers. You might want to offer to answer reader questions and encourage feedback.

Someone should post at least once or twice per day. Peak usage time is usually after work hours, and if you want to take advantage of that, you can use a tool like Hootsuite to schedule your posts. Other tools, like Facebook Insights and twittercounter.com, in addition to Hootsuite, can help you track usage of your sites. Your fan base will grow, though building it will take some time. Even if you don't have a lot of followers, re-tweets and re-posts will allow you to reach vast audiences.

You might find concern and resistance from some editors. They may ask whether social networking is worth your time, whether you will find adequate interest, and what to do about negative feedback. Eventually, if you handle the account well, they will see the benefits. Always remember that your posts represent your journal, so keep them professional, maintain your scientific integrity, and look upon social networking as a way of creating, maintaining, and even furthering your journal's brand. If you can convince your editor-in-chief and/or other editors to send you tweets or Facebook posts, that will add legitimacy to your networking accounts. Indirectly, social media may even increase your Impact Factor by attracting more and better submissions.

Increasingly, people expect to receive their information in faster and more efficient ways. Mr. Sumner told us that someone from *Lab Manager Magazine* said that soon scientists will be tweeting their results directly from the lab in real time. Now is the time to jump on the bandwagon and start using social media to your advantage.

During the afternoon **Exchange Forum**, participants got the opportunity to bring up any issues that concern them. The first question was whether journals make their editors sign confidentiality agreements. This, it was said, would be helpful in court because then reviewer and editor comments could not be subpoenaed if the journal were ever taken to court. A second question was whether acceptance and rejection rates are confidential. Many of us are asked about our acceptance rates, and typically, most of us don't hesitate to give the numbers.

Do journals ever accept reviews from another journal if they have been forwarded by a journal that rejected the article? A few of our journals will accept the article, but several of these same journals typically toss out the reviews and start over. Some reviewers will recuse themselves if they have reviewed the same article for another journal, but not all.

2011 ISMTE Conference Summary *continued*

How many journals use a reject/resubmit option to avoid increasing the turnaround time? Many of them do, but some of us believed this is a way of falsifying the statistics. Do journals have a formal process for dealing with rebuttals? Most have a policy, but it might not be written. Some submission systems allow the process to occur through the system; other editors handle it outside of the system.

Do any journals use reader surveys? Some do, or some journals' publishers do surveys for them. Many times the results only confirm what they already know. Google Docs and Survey Monkey are two helpful tools for journals to use to survey their readers.

Are anti-plagiarism tools like iThenticate or Crosscheck used? Some editors use them, but usually on a random sampling or just on accepted articles; some thought using it on every submission was too time-consuming. Most editors, when faced with proof of plagiarism, handle it by expressing concern instead of leveling accusations, both for legal reasons and because many authors do it out of ignorance, not realizing what the rules are about how much duplication is allowed.

Wednesday, August 10

The second day of the conference opened with a breakfast discussion, led by **Jason Roberts, PhD**, ISMTE past-president, on the subject of Securing Reviewers: Is a Crisis Looming? Since 2006, journals have seen a 10% drop in accepted reviewer invitations; most, at the same time, have seen an increase in the number of submissions. This adds up to a looming reviewer crisis.

Some editors invite two reviewers for every one that they need because they know they will get refusals. This adds delays and, worse, ties up reviewers who could be used on other articles. Another problem is the over-use of certain reviewers who are at the top of their field.

Many journals try to reward their reviewers in some way; some ideas are to send letters of commendation, to have a reception for them, to send them online newsletters that might build camaraderie, or to list them in the journal. Sometimes journals with review boards will remove a reviewer from the board if he or she refuses too many review invitations. A survey has shown that reviewers are more likely to say yes if the invitation comes from the associate editors or editor-in-chief and not the editorial staff.

The problem of finding and motivating reviewers will be ongoing. We have to continually try to find ways to attract new reviewers and keep those we have.

The **Big Ideas for Small Journals** session was a panel of three: **Kathleen Mulcahy** from Wiley-Blackwell, **Max M. Houck**, PhD, from *Forensic Science Policy and Management,* and **Barbara M. Ford** from Meyers Consulting Services. The session began with Kathleen Mulcahy telling us that the parameters for a small journal have changed; measuring by circulation no longer works because library and institution subscriptions prevent you from knowing how many people are reading your journal. Journal size can be measured by income, submission numbers, article downloads, Impact Factor, citations, and ad sales, but most importantly, everyone should think about what should be done to make your journal work, regardless of the size.

Ms. Mulcahy urged us to do our research and to set realistic goals. Editors can plan low-cost, high-impact campaigns. For example, pass out business cards to potential authors at conferences, post calls for papers on social media, and host publishing events such as writers' workshops. Social media and podcasts are important for making your journal known.

2011 ISMTE Conference Summary *continued*

Feature free articles and offer them to libraries. Measuring success is a difficult task, but if you tie your activities to your goals, you have a better chance of succeeding.

Max Houck is the co-founder of a journal that, he says, is small by any measure. He has struggled to make his journal known, using such methods as receptions, press releases, presentations at conferences, and e-mail alerts, as well as an online forum to increase interest and communication. He also worked to get *Forensic Science Policy and Management* accepted as the official journal of the American Society of Crime Laboratory Directors. If you can affiliate your small journal with an organization, as he did, that can add subscriptions. Max told us that knowing your audience is crucial. You want to focus your information toward your audience to maintain and increase readership. You can also encourage bloggers to post on your topic. In his case, the subject matter isn't part of the publishing culture, so he has to work extra hard to get people to write for him or to read the journal, but he says if you work hard, you can find a relevant audience.

Barbara Meyers Ford spoke about 'Marketing Your Journal to Individuals.' She noted that soliciting great research and content should be an ongoing goal, not just something for your journal's early days. You aren't merely promoting your journal to your readers, but to potential authors as well. Grow your journal with a succession development: Encourage your authors to become reviewers, and eventually your reviewers might be willing to join a committee. Some of them might then become associate editors, then possibly become members of the editorial board, and eventually even serve as the editor-in-chief. You can encourage authors and sponsors with preprints and e-prints, offprints, and customized covers for your sponsors, along with bonus issues and gift subscriptions. Hold a holiday promotion, pointing out the benefit of gifting a subscription to a student in the field. You might consider offering international discounts or having a reciprocity arrangement with other societies in the same or a similar field. Don't ignore your individual subscriptions and your non-member subscribers: they might be a small audience, but they can be loyal.

Barbara told us that efficient marketing of your small journal is crucial. The four Ps of marketing are Product service, Pricing, Place, and Promotion. All of this can seem overwhelming if yours is a one-person editorial office, but you can sometimes get help in the form of interns or graduate students who want the experience. Sometimes you can even arrange for graduate students to get academic credit for helping in your editorial office.

Finally, the last session was 'Reporting Statistics and Measuring Journal Quality' by **Glenn Landis,** managing editor of *Journal of Clinical Oncology*. Part one of this session was 'Know Your Journal.' Glenn began by saying that the way we report statistics has changed substantially through more sophisticated technology. He used Babe Ruth as an example: we know his basic statistics, but we could do much more with them today. We should each make use of the technologies we have on hand and should try every report at our disposal to see which of those will help us the most.

You can use Google Analytics to track an article submission and spotlight the problem areas. How long does it take to assign a new manuscript to an editor? How long is it to first decision? What is the average length of time

2011 ISMTE Conference Summary *continued*

for authors to send back revisions or to submit their copyright transfer agreements? Which articles are getting the most citations? Can you spot a trend of which editors accepted the most highly cited articles? You should send reports to your editors on a regular basis, perhaps quarterly, to keep them on track and let them see how they and the journal are doing.

Some editorial offices do an individual issue audit in which they track the average time needed to complete the issue. When were the articles submitted that appear in that issue? Do you see a difference among different article types? Run a page usage report to keep track of how much of your page allowance you are using and to ensure that you aren't getting a backlog. Here's a report that I've never run but that intrigues me: What has been the fate of your rejected papers? Were they eventually published? Where? Have they been cited, thereby helping another journal's impact factor? A thorough check of this would take a lot of time, but you can run a spot check and get a good idea of where your rejections are going. Does your journal publish many articles that no one cites? You can have a discussion with your editors about possible reasons and solutions for this.

The second part of this session was 'Know Another Journal.' Glenn urged us to keep track of our competitors as well as ourselves. Be aware of their Impact Factors. Try to arrange a journal exchange so you can review their print and online issues. Find out where your society's plenary presentations were published. Were the articles submitted to your journal? If not, why not? Did most of them go to one journal? What are the editors of that journal doing to attract them?

Learn how to use Excel and pivot tables, if you don't already know how. Always save the reports that you run in an office file (don't save over an older report; save each one separately!) and keep notes on how you ran them and how they worked. What would you do differently next time? Be aware that if you want to compare, you should run the same reports each time.

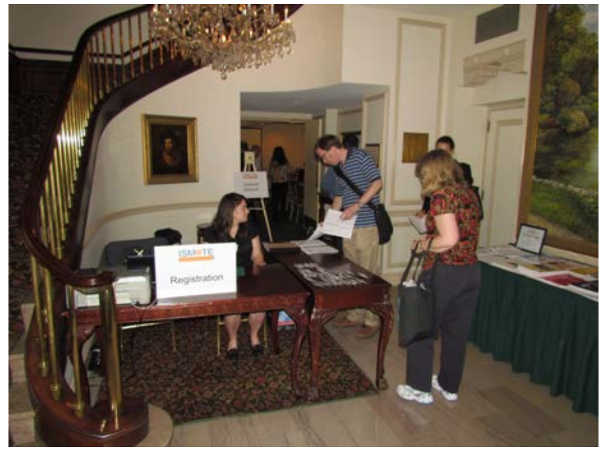
Some journals have editorial meetings at which they evaluate other journals, examining the font types, layout, page design, figures, cover, etc. Why are they doing better than you? Be aware of your editors' expectations and help them to see how you and they, as a team, are failing or succeeding. You can brainstorm to figure out ways to fix what is broken, but only if you *know* what is broken. Reports are the way to discover the problems.

The conference ended with Elizabeth Blalock and Glenn Collins, our President and Vice President, delivering closing remarks. They announced that an addition to next summer's conference would be a poster session. Proposals for posters will be due on March 1 with the posters being presented at the 2012 conference. Watch *EON* and the website for more specific information.

Ms. Blalock announced the creation of the ISMTE Jason Roberts Founder's Award. This award will be presented when appropriate to a member who has made transformative contributions to ISMTE. This award was given to Kristen Overstreet, *EON* editor, for her hard work and dedication to ISMTE in creating and maintaining the newsletter.

Mr. Collins thanked Ms. Blalock for her contributions to ISMTE over the course of her presidency, which will be coming to a close at the end of 2011. As the conference came to an end, he thanked everyone who had attended. It was a most successful and useful conference. We anticipate it will be even bigger and better next year. Plan to attend!

2011 ISMTE Conference Summary *continued*



Clockwise from top left:

- Erin Dubnansky presents updates from the Training Committee
- Registration Desk
- Michael Clarke - Keynote Speaker
- President Elizabeth Blalock presents Kristen Overstreet the Jason Roberts Founders Award
- Conference organizers Dr. Sally Gainsbury and Vice President Glenn Collins

Summary of the Editorial Manager User Group Meeting 2011

by Jason Roberts
Executive Editor
Headache
journal@ahsnet.org

The Le Meridien in Cambridge, Massachusetts, in the United States played host to the 2011 Editorial Manager User Group (EMUG) meeting, and as usual the meeting was informative and consummately run by the Aries team. Addition is not my strong point but I believe I counted more than 100 attendees, all of whom were probably relieved to be out of the spectacularly dreary weather we were experiencing in Massachusetts in June.

Following opening remarks from Lyndon Holmes, CEO of Aries, Tony Alves, director of product management, launched into what could be called a 'State of the System Address'. As always, the session was immensely informative with highlights on the updates that were to be rolled out with version 8.2 at the end of June. Not being the greatest of note takers I tended to record what was of interest to me, but I think for Editorial Manager® (EM) users the following new features would be appealing:

- Local language toggling that converts the EM interface into (so far) French, Japanese, and simplified Chinese, Spanish, German, and Traditional Chinese are forthcoming.
- Automatic revision reminders for authors who are getting close to the submission deadline for a revised submission.
- Automatic reminders for editors, whereby an editor is sent a summary of what resides in key folders. My interpretation of this feature is that it is presenting the editors with their 'to do' list, which personally I would find a fantastically useful feature to ensure manuscripts stay on track.
- New configuration options for the PDF title page.
- Ability to add attachments to the *ad hoc* e-mail – again a very useful feature from my perspective, as a personal grouse of mine has been the inability to use attachments in e-mail correspondence.
- Ability for authors to enter secondary keywords and address details – this feature could be utilized so authors could enter details in their native language or script, be it Chinese, Arabic, etc. I was particularly intrigued by this functionality as just the week before I had heard a Brazilian member of the *Headache* editorial board suggest we collect such details (as well as abstracts in the author's native language) as in his experience many researchers searched for papers in their own language before switching to using English keywords (I am sure this is a blindingly obvious point to all non-Anglophone members of ISMTE).

Summary of EMUG 2011

continued

- Ability to simply click a button under the Search People function to dispatch Username and Password details – useful if you have someone on the phone demanding you tell them how to access the site.

Version 9.0 was also referenced. Attendees were informed it goes into beta testing in August. The discussion featured information about: plagiarism detection, the ability to copy article type configurations, and new ways to automatically unassign late reviewers.

Two other highlights from the first day for me were:

- An interactive workshop on new features, whereby attendees could present their wish lists of new functions and features.
- A very informative (optional) session on Enterprise Analytical Reporting. Post meeting I immediately went and tried running these new reports. In my usual fashion I dispensed with the training tutorials and instructions (!) and was pleasantly surprised to find how easy it was to figure things out for myself. The canned reports offered, for the most part, the fundamental basics of a typical peer-review management report from an editorial office.

The second day of the meeting started out on a dual track with a general session outlining Aries strategic initiatives in which Richard Wynne, vice president of sales and marketing, challenged the audience to think innovatively, and with a 'Birds-of-a-Feather' session where users of Aries Preprint Manager® (PM) production tracking system discussed ideas for handling workflow and ideas for new functionality.

Friday also featured sessions on Configuring Forms, Underused Features and Configuration Options, and File Management – the types of sessions you know will point out features that have been under your nose all along, or processes you have been thinking of implementing, but have not quite understood how.

The day wrapped up with a quick peek at Version 9.1 and 9.2. As usual, Tony Alves reminded everyone that everything discussed about these upcoming releases was tentative and subject to change, since all of these features are either in the planning stages or are still in development.

Some highlights include:

- Integration of iCal and Outlook Calendar for due dates.
- Integration of various contributor IDs such as ORCID, Scopus Author ID, Researcher ID, and others.
- Automatic trafficking of papers to editors and reviewers on revision.
- Additional 'Form' flexibility to increase the utility of various Web forms in the EM and PM systems.

Finally, it would be remiss of me to not offer a note of gratitude to Aries, who very generously offered up space on their registration desk, to allow me to place fliers for the upcoming ISMTE meetings. I look forward to seeing some of the EMUG attendees again in either Washington, DC or Oxford.

What's Up at COPE?

by Jeannie Wurz
COPE Newsletter Editor
cope_editor@publicationethics.org

The Committee on Publication Ethics (COPE) began in 1997 as a support group for medical editors in the United Kingdom who were looking for input into ethical issues facing their journals. Fourteen years later, we're a registered charity with more than 6,500 member journals from around the world covering a wide variety of disciplines. Membership in COPE has grown exponentially in recent years, as more and more large publishers have signed up all of their journals as members. Some editors still don't know their journals belong to COPE, and what that means for them.

COPE, which describes its mission as 'Promoting integrity in research publication,' offers a range of advice and information for members and the public. Most of this information can be accessed through the COPE website (www.publicationethics.org). An operations manager and an administrator handle COPE business on a daily basis, while an 18-member council—comprising 4 officers and 14 regular members—sets policy and provides expertise for projects initiated by COPE. The council has recently become much more global, with current members based in Australia, Iran, the United States, China, and various European countries.

Previous COPE Chair Harvey Marcovitch introduced members of ISMTE to COPE in the March 2008 issue of *EON*. Much has changed since then. To give you an idea of what we currently offer, you'll find a summary of some of COPE's newest projects below.

Guidelines and Other Documents

Long featured among COPE's main resources, the Code of Conduct (introduced in 2004) and the Best Practice Guidelines (produced in 2007) were revised based on input from members and reissued in March 2011 as the **Code of Conduct and Best Practice Guidelines for Journal Editors**. This document provides both 'a minimum set of standards to which all COPE members are expected to adhere' as well as guidance for best practice on a wide range of issues.

Also in March 2011, we released a new one-page **Code of Conduct for Journal Publishers**, designed to provide publishers with a framework for the ethical aspects of their operations. The Code was based on input from a committee comprising 23 publishers.

In September 2009, COPE issued **Retraction Guidelines**, designed to help editors decide when to retract publications and when to issue corrections or expressions of concern. The guidelines were based on research that was subsequently published in April 2011 by COPE Chair Liz Wager and Peter Williams in the *Journal of Medical Ethics (DOI: 10.1136/jme2010.040964)*.

In 2011 we also produced ***A Short Guide to Ethical Editing for New Editors*** written by COPE Council Member Margaret Rees. The guide 'aims to summarize key issues and to provide links to relevant pages of the COPE website as well as those of other organizations.'

In May 2011 COPE released a **discussion**

What's Up at COPE? *continued*

paper titled ***How should editors respond to plagiarism?*** We hope to stimulate discussion of the subject, which could potentially lead to a new set of guidelines in the future. Comments from both members and nonmembers are welcome.

Finally, COPE has formed a new committee to develop **Best Practice Guidelines for Peer Reviewers**. The committee is headed by Council Member Irene Hames, who is also a member of ISMTE.

Flowcharts

Among our most widely used resources are 17 COPE flowcharts designed to help editors address issues ranging from 'What to do if you suspect redundant (duplicate) publication' to 'What to do if a reviewer suspects undisclosed conflict of interest (CoI) in a submitted manuscript.' The flowcharts have been translated from English into Italian, Spanish, Chinese, Croatian, Japanese, Korean, Persian (Farsi), and Turkish. Further translations are planned.

Publications

In March 2010 COPE began producing a quarterly newsletter, ***Ethical Editing***, containing information about COPE's activities and about publication ethics in general. Each newsletter issue is tied together by a theme and is available electronically.

eLearning

In response to editors' and publishers' requests for training, we're developing an eLearning program. The first four modules in the program—'An Introduction to Publication Ethics,' 'Plagiarism,' 'Fabrication,' and 'Falsification'—are set to launch in September 2011. The complete program will include modules on authorship, CoI, editor misconduct, reviewer misconduct, redundant publication, selective reporting, and unethical research. The program will be available only to COPE members as a benefit of membership.

Forums and Seminars

The **COPE Forums**—our regular meetings at which a table full of editors discuss cases submitted by members seeking advice—are held four times a year in London. Any member, regardless of location, is welcome to submit a case for discussion (the case can be presented by telephone). In addition to hosting Forums, we've greatly expanded our organization of and participation in local, regional, and international seminars.

In addition to our annual **European Seminar** (held in London each March), we now offer a **North American Seminar** (held in Washington, DC, in 2009 and 2010, and taking place on November 1, 2011, in San Diego, California). The San Diego seminar will be preceded by a Forum meeting on October 31. And we're pleased to announce that the **1st COPE Asia-Pacific Seminar** will take place November 14, 2011, in Melbourne, Australia, with a Forum being held in the afternoon. Nonmembers are also welcome to attend COPE seminars, which are free of charge for members of COPE.

COPE council members have also been busy traveling around the globe to give lectures about publication ethics and to participate in seminars sponsored by other organizations. In 2010, council members spoke in China, the United States, the United Kingdom, Lithuania, Poland, Brazil, and Singapore. The **2nd World Conference on Research Integrity in Singapore**, attended by COPE Chair Liz Wager and Vice Chair

What's Up at COPE?

continued

Sabine Kleinert (who served on the organizing committee), was also sponsored in part by COPE.

Serving the Publishing Community

COPE, which began as a discussion group for a small number of medical editors in the United Kingdom, has become an international organization serving the needs of editors and publishers who produce peer-reviewed journals in a wide range of disciplines. The demand for our resources worldwide and their applicability to all journals is demonstrated by the fact the COPE flowcharts have been translated by members into many languages. Having originally focused on biomedical journals, we now cover subjects ranging from accounting to zoology via feminist studies and musicology.

Yet, according to COPE Chair Liz Wager: 'We find editors are confronted by the same ethical issues whatever their field—plagiarism and authorship disputes are the same whether they occur in psychiatry or archaeology.' We also know our guidelines, although originally written for editors, are widely used by publishers and other members of the editorial team. In fact, we know publication professionals often play an important role in advising editors-in-chief and alerting them to problems. COPE is therefore pleased to be invited to give ISMTE members an update on our services. We hope you'll take advantage of the many resources we offer, and we look forward to working together to help raise the ethical standards of our industry.

Contact

For further information about COPE, have a look at our website, or contact Operations Manager Natalie Ridgeway at cope_opsmanager@publicationethics.org.

New Training Module!

Publishing Ethics 101: A Guide for the Editorial Office

The ethical handling of the review process and publication of journal research is critical to guaranteeing the accuracy and transparency of information disseminated to the scholarly community. Editorial staff should be familiar with the fundamentals of ethical publishing, including the common types of ethical violations, the primary elements of an ethics policy, and how to correct errors in literature that result from a breach of conduct. "Publishing Ethics 101: A Guide for the Editorial Office" is a quick-reference tool that will provide editorial staff with these fundamentals, as well as resources for more in-depth information about the ethics of journal publishing. This module is a benefit of ISMTE membership.

COLUMN: *Ethical Questions To Ponder*

Ethical Issues Around Authorship

by Ira Salkin
Editor-in-Chief, Medical Myology
Treasurer, ISMTE
irasalkin@aol.com

In my never ending quest for articles on questions of publishing ethics to provide for your consideration, I came across a report in The Telegraph of Calcutta, India (proving once again the marvels of Internet search engines).[1] By way of background, a senior Indian anthropologist and his American colleague were involved in a joint investigation of 4,300-year-old skeletal remains found at an Indian site. Despite the fact the American scientist was the principal investigator on the project, her Indian colleague published a report on their findings in an Indian journal listing her as a coauthor, but without her knowledge or agreement. Furthermore, he did not include a student who was involved in the investigations in the American's laboratory. While the American scientist was in general agreement with the results of the studies presented in the paper, she contended her Indian colleague had committed 'an outrageous violation of scientific ethics'. To add insult to injury, in an earlier email the Indian scientist had directed his American colleague to not make public any of the latter's observations without first forwarding them to him. In fact, she did report to her Indian colleague new findings relative to the skeletal remains including new and possibly breakthrough evidence of ancient medical practices. As you can possibly surmise by this time, these results somehow found their way into the work published without her consent.

While the Indian anthropologist didn't deny submitting the paper without the review and approval of his colleagues, he attempted to excuse his actions by stating, 'I was in the field and could not send her a manuscript as I did not have access to a [computer]'. Since he apparently had sufficient time to send the paper to the Indian journal prior to his departure for his field studies, why couldn't he have first transmitted it to his colleague so as to obtain her suggestions and comments once he returned? As to the inclusion of the student, the Indian author noted, 'She came as a student to learn things – students cannot be authors'. Since students are routinely included as authors in papers in many, if not the majority of Western scientific communities, one might ascribe the failure to list the student as the result of accepted Indian publishing practices. However, when several scientists living and working in India were contacted by The Telegraph, all indicated they include their own students and those of their collaborators as authors on their publications. Finally, the Indian colleague claimed the student had been

[1]G.S. Mudur. Take a break from babas and marvel at a great mystery of science next door. Ethics dispute over skull study. Available at http://www.telegraphindia.com/1110609/jsp/frontpage/story_14090479.jsp.

Authorship

continued

involved in 'other research projects', inferring she had not provided any assistance on the studies described in the paper, despite the assertion of his American colleague.

A spokesperson for The Indian Academy of Science, which publishes the journal in which the paper appeared, stated, 'We have seen authors giving credit to coauthors without permission. We try and check, but can't do this all the time'. This same individual went on to note this complaint by the American colleague would be thoroughly investigated and corrections, if needed, would be presented in a subsequent issue of the journal.

This situation involving numerous e-mail exchanges between the authors and with the journal gives rise to other issues. First, I take exception to the statement by the representative of the Indian journal that they cannot possibly check the authorship of all papers received for possible publication. Doesn't the journal use an electronic peer-review/manuscript tracking system to process submissions? If the journal has such a program, can't it be configured to automatically transmit notifications to all listed authors to inform them of their inclusion on papers? The authors of works submitted to the journal which I edit are informed by e-mails generated by the ScholarOne™ server that their papers have been received for editorial review. The e-mails go on to note if someone shouldn't have been included as an author, they should notify the editor immediately so corrections can be made prior to the review of the papers and their possible publication. In addition, since the notification e-mails are part of the manuscript's audit trail, it is easy to determine if these have been sent to all authors. Furthermore, as the individual who is included as the sender of the e-mails, ScholarOne™ informs me if the notifications cannot be delivered due to inaccurate e-mail addresses of any of the listed authors included in the original submission. In such instances, I forward these e-mails to the corresponding authors, requesting they provide the correct addresses to me. Since experience has taught me that in all too many instances the corresponding authors fail to inform their fellow authors of either an error in their address or the submission of the paper, I find it far safer to complete the notification process myself with the corrected e-mail addresses and the copies of the e-mails in the audit trail. Finally, as ScholarOne™ users probably know, any editorial office staff member with appropriate privileges can then correct the e-mail addresses of the co-authors by inserting their names in the user search function. Once the authors' names appear, click on *edit* to allow you to change the e-mail addresses in the three required sections. I fully appreciate the fact this notification task is not too onerous for journals such as the one I edit, which receives a restricted number of submissions, publishes an even lower number of manuscripts, and has a single individual who acts as the editor-in-chief, technical editor, and layout editor. However, it is quite possible that with modifications, these methods can be adapted for other journals. In my estimation, notification of all listed authors is worth the effort, as this significantly decreases or eliminates the embarrassing necessity of publishing errata to remove the names of individuals who request they not be included in the list of authors post publication.

Since such notification e-mails are not part of the routine processing of papers through

Authorship

continued

ScholarOne™, I had to request the reconfiguration of my journal's site to introduce their use for all submissions.

Tony Alves, director of product management for Aries Systems, indicated (personal communication, July 2011) Editorial Manager® can be configured in several ways, depending upon the type of article submitted, to notify all authors of manuscripts on which they are listed. For example, corresponding authors must include the contact information of all co-authors; Editorial Manager® then requests they confirm their participation. While I am not certain if such functionality is provided by other programs, I think it would be advantageous to explore the introduction of such e-mails.

Even if the manuscript management program used by your journal does not provide notification e-mails to all authors, your instructions for authors most likely contain language to the effect of, 'Please note in submitting this manuscript you and your co-authors are confirming all authors .....have read and approved the final manuscript...'. Since in all too many instances the authors have never read the instructions, they will encounter similar language when submitting manuscripts through my journal's site on ScholarOne™.

While the guidelines of the Committee on Publication Ethics does not specifically address this issue, the discussion of authorship does contain language that could be loosely interpreted as approaches to follow when all authors have not had an opportunity to review submissions. Either one of the approaches noted above would be an acceptable method that could be used by editorial personnel to reduce or prevent the occurrence of this sort of ethical issue. I believe the combination approach of e-mail notifications and required certification statements in the processing of papers submitted to my journal are critical factors in minimizing the occurrence of incidents such as the example discussed in this article.

New! Interview with an Expert Series

Addressing Conflicts of Interest in Journals: Interview with Liz Wager

In the first installment of ISMTE's 'Interview with an Expert' series, Kathy Brister, managing editor of the *Journal of Applied Microbiology* and *Letters in Applied Microbiology*, speaks with publishing ethics expert Liz Wager, chair of the Committee on Publication Ethics (COPE). Their lively discussion focuses on the key issues surrounding conflicts of interest (COI) in journal publishing. Listen to the podcast now and learn how COIs are defined, advice on developing and implementing a sound policy, what to do when COIs are undisclosed, and much more!

When a Gamble Pays Off: Pursuing an Editorial Opportunity

by Dr. Sally Gainsbury
Associate Editor
International Gambling Studies
Post-doctoral Research Fellow
Centre for Gambling Education & Research
Southern Cross University
sally.gainsbury@scu.edu.au

I first became involved in academic editing during my postgraduate candidature; I was offered the position as editorial assistant for *International Gambling Studies* when my PhD supervisor assumed the role as editor-in-chief. The training approach used was sink-or-swim, and I developed my own systems and processes for communicating with authors and reviewers, keeping track of manuscripts, and working with the editor through a manual process of submissions. Thankfully, we progressed to the Manuscript Central (now ScholarOne™ Manuscripts) online system, which made the processes much more streamlined and efficient. I am continually learning new features of the system with practice and familiarity.

I joined ISMTE in 2007 and was enormously thankful there were resources available for editors and highly experienced people willing to share their insights and knowledge. My first conference was in Baltimore in 2008 and I was somewhat surprised to learn most members appeared to have very clearly defined roles and job descriptions, and generally worked in just one area of the journal's management. My own role (promoted to associate editor) is largely to run the journal with the invaluable assistance of my editor-in-chief and of course the reviewers, co-editors, and international editorial board. I manage manuscripts from submission through the review process until they reach publication, including academic content editing, liaising with authors and reviewers, checking revisions, and providing my own editorial comments. I also work with the publisher and greatly appreciate the excellent team at Taylor & Francis, who are always happy to answer my many questions and respond to suggestions (often prompted by ISMTE discussions). I work in close collaboration with the editor-in-chief to solicit guest editorials and book reviews, in addition to the editorials and book reviews we each complete. We design and run special issues (for example the upcoming issue on Internet gambling) and also take efforts to promote and market the journal to the gambling field, including academics, and industry and treatment professionals. I also liaise with the sponsoring society, the Ontario Problem Gambling Research Centre, which provides generous support for the journal.

When a Gamble Pays Off *continued*

In my efforts to improve my own knowledge, skills, and ability, and to improve the management and quality of *International Gambling Studies*, I spoke to as many people as possible at the ISMTE conferences, including many of the board members. As a result, I found myself invited to join the ISMTE board of directors in 2009, and was happy for the opportunity to promote ISMTE in the Asia-Pacific region. I also serve on the board of the International Society of Addiction Journal Editors (ISAJE) and co-edit the newsletter for this society. This work provides further insight into important practices and issues for consideration in journal editing. In November 2011, I will be attending the Australian COPE meeting. *International Gambling Studies* takes journal and academic ethics very seriously, and several measures have been implemented to ensure the ethical code of conduct is adhered to by authors, reviewers, and editors. I also have been invited to provide a short presentation about ISMTE at the Wiley-Blackwell meeting in Melbourne, which will be a good opportunity to get an Australian chapter of ISMTE started; we would like to run a meeting down here one day.

I am always looking for training opportunities and ways to develop my skills and knowledge of journal publishing. I attend several gambling conferences each year, which provides an excellent opportunity to market *International Gambling Studies* and also recruit potential reviewers and authors. These efforts, in addition to those of Taylor & Francis, have lead to increased submission rates from the international field, which we are very pleased with. Recently, with the editor-in-chief, I gave a workshop at a problem gambling and addictions conference in Hong Kong for early career researchers on the topic of increasing publication success. The aim of the workshop was to teach researchers about the review process and what is expected, so they are able to send higher quality manuscripts on first submission and work with the editors and reviewers more successfully. This workshop received very positive feedback and we aim to present it again at other conferences.

My role as associate editor for *International Gambling Studies* is in addition to my full-time role as a post-doctoral research fellow for the Centre for Gambling Education & Research at Southern Cross University. Thus, my primary role is as an academic, and I submit my own articles to journals for consideration, act as a reviewer for multiple journals, apply for research funding grants, complete research projects, and contribute to the gambling field at many levels. As an author and reviewer, I have insight into the process from multiple perspectives and recognize the needs and interests of authors and reviewers. Much has been learned about the ethics of publication and the traps to avoid when conducting research and disseminating results through peer-reviewed publications. It also means many authors and reviewers are my colleagues whom I work with and meet at conferences—ensuring an unbiased and professional approach is of utmost importance. It is at times difficult to balance the role as an editor with the role as an academic, although there are so many positive aspects of my involvement with *International Gambling Studies*. It is a privilege to be able to work with so many highly respected individuals in the field; I am able to read new research on submission, obtain a much wider understanding of the field beyond my own

COLUMN: *Portrait Of An Editorial Office*

When a Gamble Pays Off *continued*

specialisations, and have improved my own scholarship style as a result of the large number of manuscripts I read and edit.

I am thankful to my editor-in-chief for supporting my involvement in ISMTE, including my work on the board and attendance at the meetings. I certainly am looking forward to meeting more members at the United States meeting in August and hope to be able to gather together some members and potential members in Australia so we may also learn from the considerable experience of other members, while contributing insights from this side of the world.

The online resources offered by ISMTE, ISAJE, and COPE are invaluable tools that are greatly appreciated by those engaged at all levels of the editorial process, as well as submitting authors. Utilization of these resources has contributed to the improvements in the quality and standing of *International Gambling Studies*, and I am continually implementing and refining systems and processes based on ideas prompted by my involvement with these societies. As a result of these efforts, *International Gambling Studies* continues to be popular with an international audience, with readers and submissions from around the world. The rejection rate is 50% and manuscripts have a very quick manuscript decision time; the average number of days from submission to first decision is 38, and there is an average of 58 days from submission to final decision.

I am looking forward to continuing in my role with International Gambling Studies and appreciate the opportunity provided by *EON* and ISMTE to share my experiences with you all.

What would you like to tame?

Do you have questions about specific programs, software, or hardware that you would like to see featured in one of these columns in 2011? If so, please contact Lindsey Brounstein, LBrounstein@gastro.org, the Taming Technology section editor and let her know what lions, tigers, and bears are running amok in your world.

Calendar of Events

Maximising Journals Profitability
28 September 2011
London, UK
www.alpsp.org

Effective Journal Editorial Management
5 October 2011
London, UK
www.alpsp.org

Project Management for Publishing
2 November 2011
London, UK
www.alpsp.org

2011 European Meeting of ISMPP
"Trends, Transparency, and Trust: From Insights to Action"
15-16 November 2011
Alderley Park, Cheshire, UK
www.ismpp.org/education/eu_meeting.html

ISMTE
European Conference
18 October 2011
Oxford, UK
www.ismte.org

Editorial Manager User Group Meeting
28 November 2011
London, UK
www.editorialmanager.com/

11th EASE Conference
8-10 June 2012
Tallinn, Estonia
www.ease.org.uk/

ISMTE *EON*

EON is the official newsletter of the International Society for Managing and Technical Editors (ISMTE) and is published monthly. The contents and opinions expressed by the authors do not necessarily represent those of the Society, the Board of Directors, or *EON* editors, nor does the publication of an article constitute an endorsement on the part of ISMTE of the authors' organizations or companies. Submissions are welcome and can be sent to the editor at the address below. Submissions may be edited for style and format without the author's permission. Authors must seek permission to reprint any copyrighted material and provide this permission to the editor. *EON's* content belongs to the members of ISMTE. Users may view and download *EON* articles for personal, non-commercial use. Use beyond that allowed by the "Fair Use" limitations (sections 107 and 108) of the U.S. Copyright law require written permission from the *EON* editor.

A note on English: ISMTE aims to be a truly international society. English will represent our lingua franca, but we would like to stress that, in materials published in EON *or online, variations in idiomatic usage and spelling should reflect the origins of the author. No one version of English is preferred over the other.*

ISMTE Executive Office: 107 Mantua Pike Ste. 701 # 122, Mantua, New Jersey, USA 08051-1606
Phone: +1 856 292 8512 Fax: +1 856 292 8513, E-mail: ismteoffice@gmail.com

Contact Information for ISMTE

Leslie McGeoch, Executive Director

International Society of Managing and Technical Editors
1107 Mantua Pike Ste. 701 # 122, Mantua, New Jersey, USA 08051-1606
Phone: +1 856 292 8512, Fax: +1 856 292 8513
E-mail: ismteoffice@gmail.com