

CovCo Writing Workshop

Lecture 11: Steps to Publication

Preparing for Submission

1. Identify a target journal
2. Format final manuscript to journal specifications
3. Finalize manuscript – circulated and approved by all co-authors & local research boards
4. Customize cover letter
5. Identify recommended reviewers
6. Signatures from authors (sometimes)

Choosing a journal

- **Scope of the Journal:** Is your paper relevant to the journal's audience
- **Open access:** Do readers have to pay to access your paper?
- **Publication fees:** Do *you* have to pay to publish? Is there a waiver?
- **Impact Factor:** How widely cited is the journal?

Review your works cited, work with mentors co-authors, or use the Journal/Author Name Editor to make a list of candidate journals.

<https://jane.biosemantics.org/>

Find out more detailed information on a journal's website

<https://bmcinfectdis.biomedcentral.com/about>

Caution: Predatory journals

- Fraudulent journals:
 - Actively search for articles
 - Charge publication fees, but mention after paper is accepted
 - Accept articles speedily, without peer review
 - Imitate name/website of established journals
- Verify you are using a legitimate journal
 - Conduct a web search
 - Beall's List of Predatory Open Access Publishers
 - Discuss with mentors

Dear Dr. Barnhart Dale A ,

Stechnolock: Human Nutrition and Dietetics aims to facilitate the exchange of ideas in the forum of research related in the field of **Human Nutrition**.

We came across your article with the title "**Coaching Intensity, Adherence to Essential Birth Practices, and Health Outcomes in the BetterBirth Trial in Uttar Pradesh, India.**" and thought to be very innovative. Thus we warmly welcome you to submit your next article towards SHND.

[Click here to submit your unpublished manuscript](#)

The journal strictly rejects the paper if it contains plagiarized, copied, or any unprofessional content. It strictly follows the publication ethics in publishing the articles online.

Thank you for considering our email, and spending your valuable time in reading it.

Sincerely,
Bob Smith
Stechnolock: Human Nutrition and Dietetics

If you prefer not to receive further communication, [please unsubscribe here](#).

“If it seems too good to be true, it probably is.”



Format final manuscript

Key formatting details also include:

- Title page contents
- Abstract and Main Text word count
- Location of tables and figures
 - In Text?
 - At the end?
 - Separate files?
- Specific text required in Declarations sections
- Reference style

Details are provided on the journal's website

Recommend Reviewers

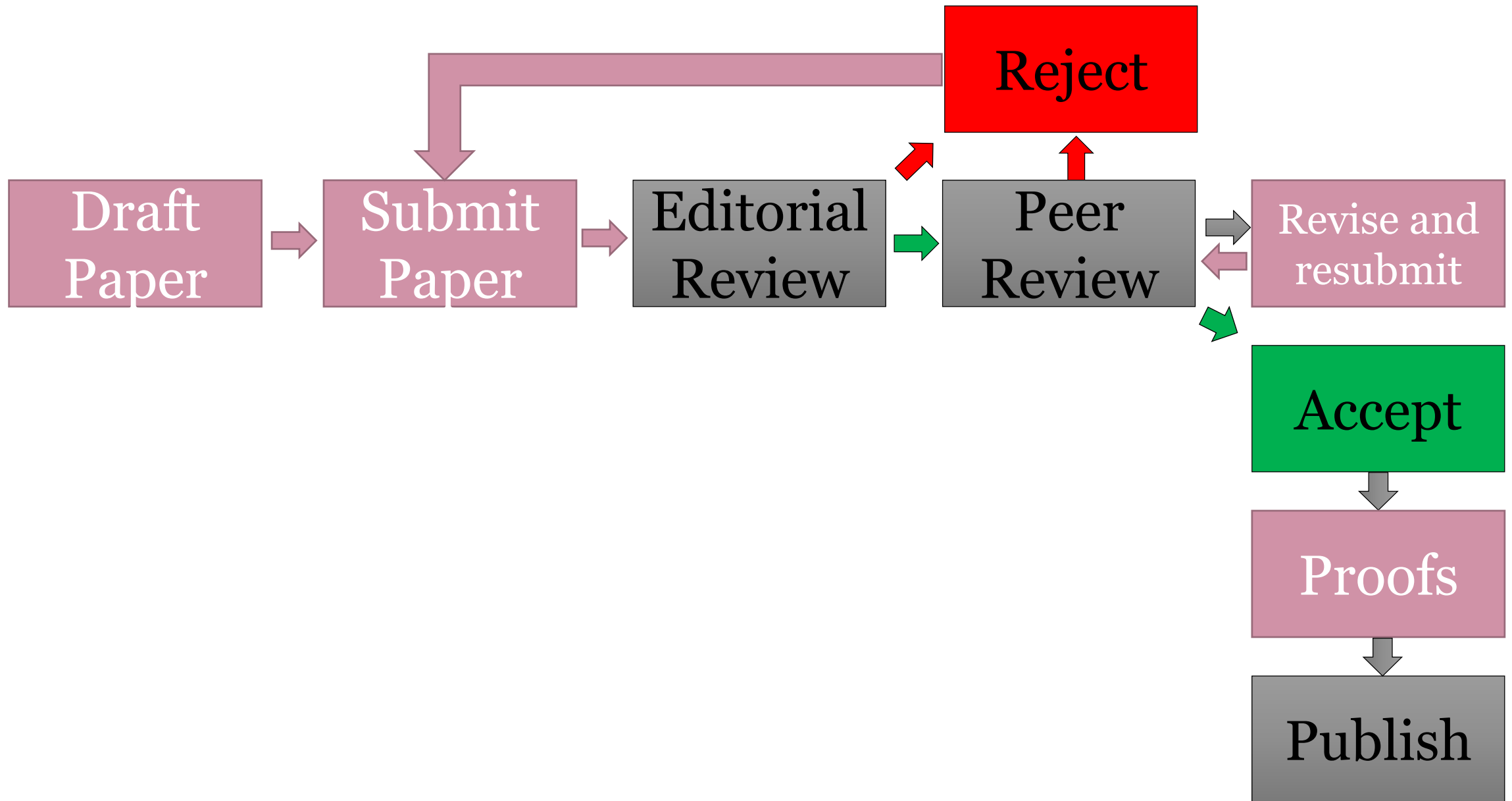
Most journals will ask (some require) that you provide the names, affiliations, and emails of 2-4 suggested reviewers.

- ✓ Look at your cited publications to find first, senior or corresponding authors publishing on similar work
- ✗ Do not suggest people that you or co-authors actively publish with
- ✗ Do not suggest our friends, family, etc.
- ✗ Avoid people who are too senior (they won't have time)

Online Submission!

1. Make a user name for corresponding author
2. Upload files
 1. Manuscript
 2. Tables and figures
 3. Cover letters
3. Enter basic details about the paper
 1. Title
 2. Keywords
 3. Funding
4. Enter details about co-authors & reviewers

Can take 1-2 hours → Need good internet connection, but you can save progress and return



Next Steps

Present Abstract at CovCo Writing Groups	
Send draft to your paper mentors/RAs/course mentors <ul style="list-style-type: none"> • Give one week to respond 	
Send to co-authors to all co-authors <ul style="list-style-type: none"> • Give one week to respond • Remind co-authors! Give non-responders a 2nd chance 	
Circulate final draft <ul style="list-style-type: none"> • Give last chance to authors who have not responded (schedule a call/meeting to get their feedback) • Give one week to respond. 	
Send to Research Committee	
Submit!! – must submit by this deadline to get your “real” certificate.	