

A Journey of Submission and Revision

Jiahao Xiang¹

¹Hengyang Normal University

May 16, 2024

- Submitted - Jan 09, 2024
- With Editor - Jan 10, 2024
- Under Review - Jan 17, 2024
- Revise - Feb 07, 2024
- Revise Approval - Feb 20, 2024
- Under Review - Feb 28, 2024
- Decision in Process - Mar 05, 2024
- Revise - Mar 07, 2024
- Accept - Mar 08, 2024
- Proofs available for checking - Mar 14, 2024
- Final version of your article published online - Mar 15, 2024

1 Preparation

2 Submission

3 Revision

Finding a Suitable Set of Journals

Methods:

① Keyword Search

- Use *Google Scholar* to search for papers with similar keywords and note the journals they're published in.

② Journal Recommendation Systems

- Use *Journal Finder of Elsevier*¹ or *Journal Search of Springer*² to find suitable journals based on your paper's topic and scope.

¹<https://journalfinder.elsevier.com/>

²<https://link.springer.com/search?facet-content-type=Journal>

Selecting the Appropriate Journal

Filter conditions:

① Journal's Level

- Quartiles: Q1, Q2, Q3, Q4
- CCF Ranking: A, B, C

② Journal's Scope

- Journal's website: Check the scope
- Submission system: Check "Select Submission Classifications", more accurate
- Latest papers: Check the latest papers, find the most related ones

③ Journal's Review Time

- Average review time: Find the newest issue, check the review time of the latest papers
- Experience posts: Find posts about the journal, like on the *Letpub* website

1 Preparation

2 Submission

3 Revision

- ① **Submission Checklist:** Ensure all materials are prepared
 - Cover Letter
 - Manuscript
 - Declaration of Interest: Use the tool provided by Elsevier³ to create this.
- ② **Typesetting:** Follow the journal's typesetting requirements
 - Word Document: Typeset according to the journal's requirements or use the template provided by the journal.
 - L^AT_EX: Use a common template like the one provided by Elsevier⁴.

³<https://declarations.elsevier.com/home>

⁴[https://www.elsevier.com/researcher/author/policies-and-guidelines/](https://www.elsevier.com/researcher/author/policies-and-guidelines/latex-instructions)

Using Editorial Manager for Submissions

- ① **Tutorial:** A tutorial for using Editorial Manager (EM) as an author is available on Bilibili⁵.
- ② **Tips:**
 - Be aware of specific files that need to be updated, such as the Highlight.
 - If you change your Corresponding Author, the submission will be transferred to the new Corresponding Author's account. You will no longer be able to see the submission in your original account.

⁵<https://www.bilibili.com/video/BV1yz4y1W7B9/>

1 Preparation

2 Submission

3 Revision

Thank you for your attention!