

A project is not finished until it appears in print

Janice Morse
University of Utah
Editor, *Qualitative Health Research*

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The last stage. . .

Preparing your manuscript for publication

Today's Outline:

I. Make it ready for submission

- Make it short(er)
- Make it tight
- Make it accurate

II. Get it through the review process

Submit. . . Wait & Brace. . .Revise. . .resubmit. . .W&B. . .Revise—tweak . . .

Decision Reject. . .Back to square one for journal #2

The ugly truth is that even if you have written a dissertation in “article format” you must

Make it ready for publication

Trap #1: Submitting your dissertation results chapter as an article without revisions.

Is it ready for publication?

- Is it finished?
 - Synthesized? Abstract? Fully developed discussion?
- Segmenting your project?
 - Beware of salami slicing. . .
 - Problems of splitting (self plagiarism, weakening the study)
- Determine the key message for this article
- Identifying type of publication: article, chapter in book, monograph
 - Here we are addressing articles (Mitch will talk next about books)
- Determine authorship (and know protocol for determining authorship)

Which Journal?? Select NOW. How?

- Soul search: Which are your favorite journals?
- Topic search: Which one have you cited the most in your ref list?
- Consider the audience: Who are you writing *for*? And *why*?
- Evaluate the journal: Predatory? [NoNoNO]. . . Fee for publication?
 - Refereed? Impact Factor? Publish ahead of print? Acceptance rate? Publishing schedule?
- *Great. Now select a second choice—and a third choice*

Details about journal evaluation

- **Predatory?** Limited/no review; fast turnaround; fees for publication; limited circulation, ?quality; ?limited “life” of journal.
- **Fee for publication?** Often requested on acceptance; fee reductions for students and some foreign submissions
- **Refereed?** Usually blind review. 3 months lag time.
- **Impact Factor:** yearly average #citations of articles published in past 2 years; indicator of the journal’s relative importance within its field. See *Journal Citation Reports*
- **Publish ahead of print (Online first):** accepted article queued for placement within an issue
- **Acceptance rate:** #submitted/#accepted-the higher the acceptance rate the greater your chances of acceptance
- **Publishing schedule:** How many article published / year? How many issues? Special topics?

KEY: Which journals do you read? And which journal do those folk read, who you want to read your article?

Predatory Journals How to assess

- International Journal of Nursing and Health Care Science
- Sophia loren sophialoren@papersubmission.org
- **WARNING: Stop. Think. Read. This is an external email.**
Hello, Dr. Janice Morse RN,
- Greetings of the day!
- **International Journal of Nursing and Health Care Science** is an international, peer-reviewed, open access, online journal publishing original articles on Nursing and Healthcare Science. International Journal of Nursing and Health Care Science is committed to publish the highest caliber medical research and getting your work in front of the medical community. Our Journal is inviting all prospective research scholars, professors and students to read and welcoming to submit their quality manuscripts for publication.
- For this issue, we welcome research paper, review paper, short communications, case reports, research reports, technical and brief reports, image articles, conceptual papers, intellectual articles, and latest research & findings on Nursing and Healthcare Science. International Journal of Nursing and Health Care Science is supported and reviewed by an eminent group of editors in the field of Nursing and Healthcare.
- **Important Info:**
- **Latest date for article submission:** June 22, 2021
- **Article acceptance notification:** Within 24 hours
- **Note:** The articles should be submitted through this email. The deadline can be extended as per your convenience.
- **Article Processing Fee:** We are publishing inaugural issue articles only for \$149.
- If you have any queries, feel free to ask me
- We greatly appreciate your help in the diffusion of this information with your colleagues and friends
- Have a wonderful day!
- **With Best Wishes,**
- **Sophia Loren** c/Managing Editor

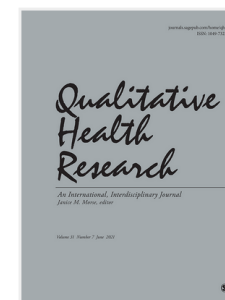
Homework:

- Search for this Journal, or
- Other journals from that publisher. . .
- Who is the editor? Editorial Board?
- Can “peer review” be conducted in 24 hours?
- Look where the journals are listed
- Look at the publication metrics
- What are the ramifications of publishing in such a journal?

About this journal

Qualitative Health Research (QHR) is a peer-reviewed monthly journal that provides an international, interdisciplinary forum to enhance health care and further the development and understanding of qualitative research in health-care settings. *QHR* is an invaluable resource for researchers and academics, administrators and others in the health and social service professions, and graduates who seek examples of qualitative methods. This journal is a member of the [Committee on Publication Ethics \(COPE\)](#).

[More](#)



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Making it ready for submission

Making it short(er)

Use the supplemental files (SDSI, Non- essential tables and figures, illustrations)

Use Endnotes

APA (7th ed) Referencing style

Edit quotations Use ellipse if extracting unnecessary text

Make it *Tight*

- **Be succinct:** Rewrite dissertation style to article style
- **Remove the irrelevant and tangential text.** Build your argument incrementally and logically
- **Synthesize & Abstract:** Do not use quotations that are repetitive in the text. Write in your analytic voice and use quotes sparingly as examples.
- **Always use an editor.**

Publishing in a journal

- Download the author's guidelines of your first choice
 - Read them and use them
- Download a couple of articles from that journal that have great format and appealing style.
 - Use these as “Format Models”
- Download the journal's *Review Criteria*
- Does the journal publish articles in your general area/topic?

>>>>>>>Now assess your potential article with the above criteria

Make it Accurate

- **Citations and reference list?** Complete and correct? Use the DOI. Cite the submitting journal articles—Tell me WHY??
- **Format** Correct spellcheck for journal? Guidelines followed? Headings correct?
- **Figures professionally Drawn?**
- Presubmission, **use internal reviewers.** Give them a copy of the review criteria, and the journal mission statement. **Then revise. . .**

QHRs Review Criteria

- **Importance of submission:** What are the manuscript's strengths? Is it significant? Does it contain new and unique information?
- **Theoretical evaluation:** Is the manuscript logical? Is the theory parsimonious? Complete? Useful?
- **Methodological assessment:** Inductive approach? Appropriate method and design? Is the sample appropriate and adequate? Are data saturated? Theoretical analysis? Linked with theory and/or praxis?
- **Adherence to ethical standards?**
- **Manuscript style and format:** (Please evaluate writing style, organization, clarity, grammar, appropriate citations, and so on. Alternatively, comments may be made directly on the manuscript.)
- **Other comments:**
- *Please give specific advice to the author on how to improve the manuscript:*

Permission to reuse/cite

If

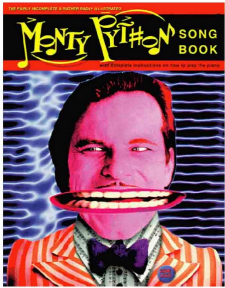
- Quoting more than 800 words from another source (See *Publication Manual of the American Psychological Association*, 7th ed., APA Washington DC. <https://doi.org/10.1037/0000165-000>).
- Reprinting a table, figure or illustration

Get permission from Publisher, or *Rightslink* <http://www.copyright.com/publishers/rightslink/>

Place copyright acknowledgment at the bottom of the table or figure, endnote, as instructed.

Use “adapted from....” very cautiously.

Copyright infringement?



The Pythons Published mirror image of the “Bing Tiddle Tiddle Bong” song in the book:

Chapman, G., et. al. (1994). *The Fairly Incomplete and Rather Badly Illustrated Monty Python Song Book*. US, Harper Perennial

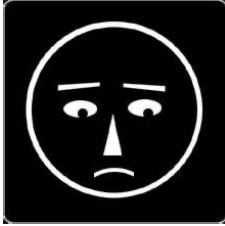
While libel laws might protect the humorist from the victims of his parody, **copyright** laws are another matter. Shortly after the book's release, the Pythons received a letter of complaint from a music publisher whose trade names had been borrowed to give the **Python's** sheet music for "Bing **Tiddle Tiddle Bong**" an extra degree of verisimilitude.¹ To avoid an injunction against sales, the sheet music pages underwent a revision in all subsequent copies.

(https://www.montypython.com/book_Monty%20Python%27s%20Big%20Red%20Book/22)

¹Something that merely seems to be true or real, such as a doubtful statement

Other. . .

- **Consider your title:** Make it succinct: A quote introducing the title does not make it qualitative. And may not make a contribution to the article. Do not add “...a qualitative study”; or the method.
- **Select Keywords:** List here: method; region; topic category.
- **Document IRB** approval and participant consents obtained.
- **BLIND** the manuscript
 - What is blinding? And how? And why?
- **Query letter:** No thank you. Some journals may require it.
- **Letter of submission**



In qualitative research

Anonymity and confidentiality is difficult to respect because of the linkages to personal details and context.

- Some editors (esp. QHRs) will not allow the use of names (even pseudonyms), exact ages, and other personal identifiers. Names of of exact locations removed.
- Tables linking personal identifiers line-by-line. They must be presented as group data.
- Case studies and in some instances PAR, manuscripts must be viewed by the participant so they may see what has been written about them.
- Illustrations and photos must have identities removed (use mosaic patches).

SUBMIT!!!!

- Watch for acknowledgment of receipt
- Then wait . . .

“Patience is a virtue”

Eventually

- May receive an “editorial reject” With or without comments.
- Go to your second-choice journal. **Revise in *that* journals format and submit.**
- Wait for editor’s decision. [\[Practice more patience\]](#) How long should you wait???

Decision

Publish -- without changes. . . .almost never happens

REVISE and RESUBMIT Best result.

Take the reviewers and editors comments seriously

Revise, consult your internal reviewers, resubmit

Do not hide it under your mattress. Do not miss your deadline

Reject

Commiserate. Hold a chocolate ice cream party in our office. Then

Take the reviewers and editors comments seriously

Revise, internal consultation again, submit to Journal #2

How many times should you submit a rejected article?

If you feel the rejection was unfair/not warranted/a dreadful mistake
POLITELY contact the editor.

QHRs policy is to invite resubmission. A new review panel is selected and the revised article goes through the review process as a new submission.

(Yes, some have subsequently been accepted!)

Jan's personal record is 5 Journals (over 2+ yrs)

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What is “Taking suggestions seriously”?

- Often a request is for “more information”. This is not a blank check. Remember not to go overboard with ‘length’
- If you think a review is misguided, incorrect, unfair and so forth
 - DO NOT IGNORE A REQUEST FOR A CHANGE. You can clarify the issue in your response.
- If you feel a comment is inappropriate, ask
“Why did they think that way?” Clarify

**Do NOT be overly obliging. Do not ask the editor for consultation.
Whose article is it anyway? It is your analysis.**



Prepare your response

- List all queries from each reviewer.
- Summarize how you responded (refer to the page number in your manuscripts)
- If the responses are major, the manuscript will be returned to the reviewers to reconsider.

Expect more changes

Prior to acceptance, you may post a ‘Pre-publication’ copy of your submission here and there.

Accept—Publish!!!

- Publisher issues a contract. Read it! Sign & return. Keep a copy.
- Will send proofs—carefully check. Very minor changes only.

Circulate to co-authors for immediate reading and feedback to submitting author. Send any changes to publisher.

Then, the article will appear on *Publish ahead of print*. Article will receive a Doi number, is publicly available, and may be listed on your vita. The article is queued for publication.

YESSS

Notify

- Coauthors
- Your dean
- Your advisor/supervisor
- Your funders
- Your participants and research site
- Your colleagues working in the same area
- Your mother

And then

- Write the next proposal.
- Establish your scorecard: Set up a profile on Google scholar



Illus. 1: Smile discretely, humbly, yet smugly (SOURCE: NSIXNSBB mnbbiuc trtssreyn)

Becoming adept/Becoming a scholar

Volunteer to the journal as a reviewer

This enables you to see articles of all types—the good, the bad, the ugly

It enables you to see what excellent articles look like—and those not so.

It teaches you a lot about research design, writing, and scholarship.

And remember. . .

Nothing in this world can take the place of persistence. Talent will not: nothing is more common than unsuccessful men with talent. Genius will not; unrewarded genius is almost a proverb. Education will not: the world is full of educated derelicts. Persistence and determination alone are omnipotent.

— *Calvin Coolidge* —

Questions?

More Homework:

Vora, N., & Boellstorff, T. (2012). Anatomy of an article: The peer-review process as method. *American Anthropologist*, 114(4), 578-583.