#### The editorial office of the SWSC Journal An inside look

Jan Janssens

23 October 2015



## The SWSC Journal

#### http://www.swsc-journal.org/

SWS	Journal of Space Weather Space Climate	er and	
ALL ISSUES		NEWS PARTNERS	
Nout the journal Nims and scope Editorial board	Journal of Space	Weather and Space Climate A link between all the communities involved in Space Weather and in	<b>2014 Impact Factor: 2.558</b> Thomson-Reuters JCR©
Copyright Aasthead Leaflet (PDF) Recommend this		Space Climate such as (but not limited to) space, solar, atmospheric scientists, engineers, forecasters, social scientists, economists, physicians, insurance experts	NEWS SWSC Impact factor 2014: 2.558 12th Edition of the European Space Weather Week, Ostend, Belgium, 23-27 November 2015
ournal Author information	Vol. 5 (2015) Back issues	Editors-in-Chief: Anna Belehaki and Jean Lilensten Editorial Board Advisory Board	Topical Issue "Scientific Challenges in Thermosphere-Ionosphere Forecasting ", deadline extended to 1 June 2015 More News
opyright transfer		eISSN: 2115-7251	TOPICAL ISSUES
olicy on Publishing ntegrity article-processing		© EDP Sciences	Topical issue on "Solar variability, solar forcing, and coupling mechanisms in the terrestrial atmosphere" (Current)
harges eader's services	Latest articles M	iost read articles	Topical issue on "Space Weather and Challenges for Modern Society"
	Open Access		

## The SWSC Journal

- ... publishes papers on all aspects of space weather and space climate from a broad range of scientific and technical fields including solar physics, space plasma physics, aeronomy, planetology, radio science, geophysics, biology, medicine, astronautics, aeronautics, electrical engineering, meteorology, climatology, mathematics, economy, informatics.
- ... SWSC publishes scientific papers on all the scientific fields mentioned above, but also welcomes technical papers and papers on education and outreach.

#### The SWSC Journal – Editorial Board



#### **Editors-in-Chief**

Anna Belehaki National Observatory of Athens Greece

Jean Lilensten, Institut de Planétologie et d'Astrophysique de Grenoble France



#### **Editorial Advisor**

Jurgen Watermann jfwConsult France





#### **Editorial Office**

Jan Janssens Journal of Space Weather and Space Climate Royal Observatory of Belgium

#### **Guest-Editors**

- Véronique Delouille
- Viviane Pierrard
- ...
- ...

#### **Associate Editors**

- Ronald Van der Linden
- Véronique Dehant
- Christophe Marqué

• • •

#### **Advisory Board**

- Norma Crosby
- ...
- | ...
- ...

# The SWSC Journal – Some facts

#### • Est. : November 2010

- Nearly 300 papers handled
- Peer-reviewed
- Published by EDP Sciences
  - Online at <a href="http://www.swsc-journal.org/">http://www.swsc-journal.org/</a>
- 2014 Impact factor: 2.558
  - Thomson-Reuters JCR©
- Article processing fee
  - 500€ + tax
  - Paid by author (institute)
- Open access (gold)
  - Freely accessible to everybody
  - Author retains all rights





### Number of active manuscripts





### Number of manuscripts



#### Status manuscripts





#### **Evolution rejection rate**





### Handling time





#### The ideal review process...



#### The review process in practice...



#### The role of the editorial office





### The tasks of the editorial office

- Check due dates & send reminders to all
- Verify correct application of the procedures (all)
- Provide necessary support during entire process (all)
- Update guidelines for editors
- Maintain statistics on manuscripts
- Set-Up Topical Issues
- Deal with technical problems (MMS, website)
  - Via EDPS
- Deal with new procedures, e.g.
  - Acknowledgement of referees
  - Use of correct type of manuscript
- Various
  - Editorial board matters, SWSC flyer, ESWW, author fee, MMS templates,...

## No tasks of the editorial office

- Reading/evaluating/deciding on manuscripts
- Deciding on editors or referees
- Deciding on Topical Issues
- Deciding on Author Fee
- Publication of manuscript



### Manuscript Management System

#### The workhorse of the SWSC journal

	Articles	Editors	Authors	Referees	Mailshot	Statistics St	atus Sp. Iss	sue Export
Journal of Space Veather and Space Climate		297		Referees	Manshot		uus op. 15.	
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1anuscripts 111 (297)								Go to page : 1
In evaluation (34) Pre-registration (0) New submission (1)	Article reference number ↑↓		Title ↑↓		Name of correspondent author †↓	Submission date 🕇 🖡	Last status 🕇 🖡	Last status Date †↓
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At production office (2) Published (130)	swsc150030 Image patch analysis of sunspots a regions. II. Clustering via dictionary			Moon	10/04/2015	author asks for more time to revise	09/10/2015 0 day(s)	
	swsc150062		rization of cosmic rays		Zabori	02/09/2015	review request sent	08/10/2015

Zabori

AKALA

Barbosa

dependence in the Polar Region up to 88 km

Characterization of GNSS Amplitude Scintillations

Analysis of geomagnetically induced currents at a low-latitude region over the solar cycles 23 and

24: Comparison between measurements and

over Addis Ababa, Ethiopia: 2009-2013

altitude

Logout

swsc150062

swsc150060

swsc150056

Publisher EDP Sciences 1 day(s)

08/10/2015

08/10/2015

1 day(s)

1 day(s)

report received from

minor revision

required

referee 1

to referee 4

02/09/2015

15/08/2015

13/07/2015

Journal of Space	rticles Editors	Authors Referees	Mailshot	Statistics	Status	Sp. Issue	Export
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	Corresponding Author:	Kraaikamp					
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	(separate by "," character)	E. Kraaikamp, C. Verbeeck					
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#### Correspondance page

	Articles	Editors	Authors	Referees	Mailshot	Statistics	Status	Sp. Issue	Export
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### Status page

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Journal of Space Weather and Space Climate			Arti	cle Informatio	on (swsc1400	62 - Emil Kraa	aikamp)		
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RV received (5) Proposed for Acc. (0) Rejected (127)	19/01/2015 (04:06:37)	review request	sent to referee 1		Delivery fai	ilure => Has left the	field		GO
At production office (2) Published (130)	19/01/2015 (04:07:17)	review request	sent to referee 2		Accepts or	n 21 January			GO
	19/01/2015 (17:09:40)	review request	sent to referee 3		Accepts or	a 20 January			GO
Logout	20/01/2015 (23:32:19)	manuscript sen	t to referee 3		Due date:	20 February			GO
Publisher	22/01/2015 (23:00:55)	manuscript sen	t to referee 2		Due date:	22 February			GO

## Manuscript Management System

- Send mails using uniform templates
  - swsc@edpsciences.org
    - Directed to my .oma mail address
    - Replies need to be forwarded as required...
- Create history for manuscripts
  - Allow archiving of revisions and referee reports
- Allow follow-up & modification deadlines
- Allow all to work from common platform
  - Authors, editors and EiC/EA/EO have different webpages
    - Different links and password protected
    - Security & confidentiality!

#### Page for authors

#### SWS Journal of Space Weather and Space Climate

Home

Submit a paper

Consult the status Online version

#### Status of a submitted paper Upload a revised manusoript Status detail Reference Number: swsc140062 Journal: Journal of Space Weather and Space Climate Solar Demon - An approach to detecting flares, dimmings, and EUV waves Title: on SDO/AIA images Files: swsc140062: SWSC140062,PDF swsc140062\_revision1: SWSC140062REV1.ZIP swsc140062\_revision2: SWSC140062REV2.ZIP swsc140062\_revision3: SWSC140062REV3.ZIP Authors: E. Kraaikamp, C. Verbeeck Corresponding Author: Kraaikamp Emil Email: emil.kraaikamp@observatoire.be Phone: Fax: Address: Ringlaan 3 1180 Brussels

BELGIUM Change your address

#### Editor: Thierry Dudok de Wit

Date	Status
24/12/2014	pre-registration
24/12/2014	submission registered
27/12/2014	sent to editor
19/01/2015	review request sent to referee 1
19/01/2015	review request sent to referee 2
19/01/2015	review request sent to referee 3



### Page for referees

#### Journal of Space Weather and Space Climate

Article reference:	swsc140062
Title:	Solar Demon - An approach to detecting flares, dimmings, and EUV waves on SDO/AIA images
Author(s):	E. Kraaikamp, C. Verbeeck

#### Original submission: SWSC140062.PDF Revision 1: SWSC140062REV1.ZIP Revision 2: SWSC140062REV2.ZIP Revision 3: SWSC140062REV3.ZIP

#### **Referee:**

View your previous reports: report1

#### • Submit your report

- Decline to review/Transfer review to someone else
- Questions and comments to the editor, or deadline extension



### Page for associate/guest editor

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Logout

<u>Publisher</u> EDP Sciences

	("Back to list") // Correspondence
	Article Accepted
Reference Number: Journal: Special Issue: Title:	<u>swsc140040</u> Journal of Space Weather and Space Climate No special issue The European Ionosonde Service: nowcasting and forecasting ionospheric conditions over Europe for the ESA Space Situational Awareness services
Abstract	Author's remarks
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Authors:	<u>Belehaki</u>
Corresponding Author: Email: Phone: Fax:	Anna Belehaki belehaki@noa.gr,abeleha@otenet.gr
Address:	Metaxa and Vas. Pavlou 15236 Palaia Penteli

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# Daily management EO (7/7)

- 3 steps
  - Check new mail
    - Handle as required
    - Update personal status file
  - Check MMS for recent status changes
    - Handle as required
    - Update personal status file
  - Check my personal status file for due dates
    - Handle as required

#### My personal status file

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# Daily management EO (7/7)

- 3 steps
  - Check new mail
    - Handle as required
    - Update personal status file
  - Check MMS for recent status changes
    - Handle as required
    - Update personal status file
  - Check my personal status file for due dates
    - Handle as required
- Rest of the day
  - Check new mail and handle as required
    - See tasks of EO

#### The editorial office of the SWSC Journal An inside look

