

Supporting OA Journal Success with Self-Service Solutions

@justingonder

Product Manager, Publishing Group
California Digital Library
University of California

eScholarship

- Established in 2002
- Service of the California Digital Library
- Serves all 10 UC campuses, Office of the President & Labs
- IR and OA publishing
- Current staff:
 - .5 Director
 - 1.5 Developer
 - 1.0 Tech Lead
 - 1.5 Support & Outreach



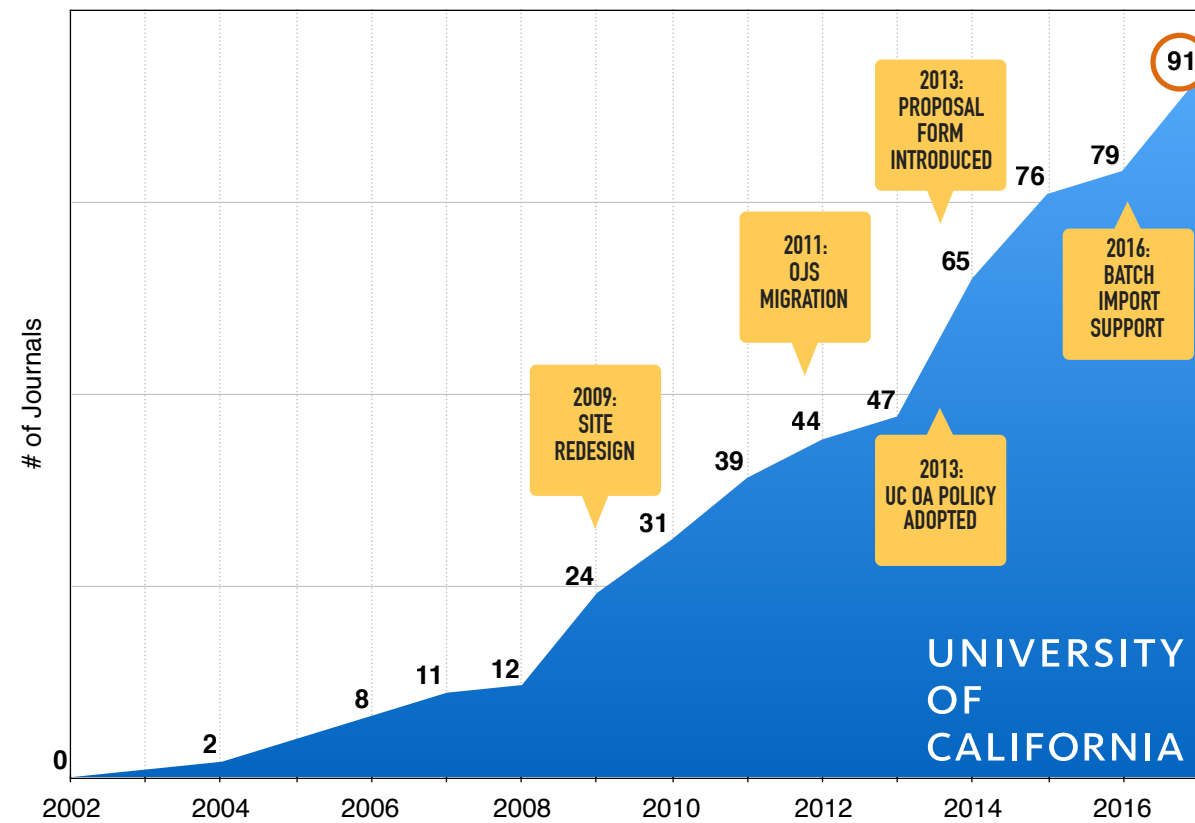
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In the early
days,
a focus on
attracting
content & titles



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eScholarship Journal Growth



As we grew,
a need
emerged to
focus our
efforts.



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We had a lot of success attracting projects, but some were half-baked, or took years to get off the ground.
We also took projects as they landed on our desk, creating waves of chaos and quiet.
Difficult to plan for other work when we didn't know what to expect.

Journal Proposal Form

- Based on Directory of Open Access Journals and Open Access Institute's best practice guides
- Questions any journal should consider for launch & long-term success
- Directly applicable to site setup
- Reviewed for basic viability, not for selection

Proposal Form for eScholarship Journals

Is this the right form for you?

This form is primarily intended for [new journals](#) (i.e. journals that have not yet published their first issue). If you would like to transition an [existing journal](#) to eScholarship, please [contact us](#). Since completing the worksheet can be a useful exercise for all journals, we do recommend that journals transitioning to eScholarship review this worksheet as they complete the journal set-up form.

Purpose of this form

We want your new journal to be successful. To that end, we've selected a set of questions that are intended to help your team build a solid plan for the launch and ongoing maintenance of your publication. We believe that careful consideration of the questions below is the best way to ensure the long-term success of your efforts. The questions are also intended to guide you in creating clear, informative text for pages (such as About, Aims & Scope, Policies, etc.) that will be set up as part of your journal's launch.

The questions on this worksheet are largely adapted from recommendations for new journal projects published by the [Directory of Open Access Journals](#) and the [Open Society Institute](#). Though our form is a shortened version of the recommended Model Business Plan, you may find it useful to consult the [comprehensive version](#) in order to build a more detailed plan for your publication.

Completing this form

eScholarship welcomes proposals for new journals twice yearly. For up-to-date deadline information and launch timelines visit: http://escholarship.org/publish_journals_new.html

Please respond to each question in the space provided in the right-hand column. The size of the space should automatically expand to accommodate the length of your response. When you've completed the form, save your work and email the file to help@escholarship.org.

Some of the questions below may be difficult to answer. For instance, you might not have decided yet whether your journal intends to publish articles as they are approved or bundled into volumes and issues. It's perfectly acceptable to make educated guesses or lay tentative plans – just be sure to indicate this in your answer.

Journal Proposal Form

Proposal Form for eScholarship Journals	
Readership Define your expected readership, both in terms of likely demographics and expected numbers, if you have access to that information. Describe who your audience is and who you are trying to reach. Who do you want to be reading your journal?	
Aims and Scope Draft Use the responses above to draft an initial version of your proposed Aims and Scope page. What is the overall concept for this journal? What topics / fields will be covered? Respond in terms of both breadth and focus.	
About Us	<i>The About Us page allows you to provide a more detailed description of your journal.</i>
Publication Format Will articles be published incrementally (as they are ready) or bundled as volume/issue?	

5

- Aims & Scope / About
- Readership analysis
- Anticipated contributors
- Publication frequency & format(s)
- Potential indexes

[escholarship.org/
publish_journals_new.html](https://escholarship.org/publish_journals_new.html)

Our services
are backed by
an amazing
network of
library and
departmental
partners

...



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Here it's sometimes a little difficult to pair up what we do at a systemwide level with what many of you are doing at individual campuses, but much of the assistance our journals receive comes from outside the library, from departmental sponsors, graduate student publication organizations, societies etc.

Also interesting to think of this distribution of support in the cooperative model that we've been talking about a lot over the past couple of days. What might it look like if a few of us were able to offer a certain level of service, and freeing up some local resources? Perhaps a lot like a vendor model, but as a cooperative: a nice alternative to that relationship.

...
and robust
self-support
resources

...



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...
enabling us to
focus on
platform and
basic
publisher
services.



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- the 'human services' we can provide in this space between hosting partner and publisher, that Peter Potter was describing yesterday.
- the campus support is uneven, so what are the essentials we can provide for everyone?

- Training
- Consultation
- DOAJ registration
- Copyright advice
- ISSN application
- CC license(s)
- DOI assignment



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- the campus support is uneven, so what are the essentials we can provide for everyone?

[demo]





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MESTER



Walk Me Through ▾

[MY JOURNALS](#) [MESTER HOME](#) [HELP CENTER](#)

Mester Home

Mester Home

» [Site Administrator](#)

Mester

» [Configure Journal](#)

[\[QuickSubmit\]](#)

» [Manage All Submissions](#) [8 Unassigned](#) [53 In Review](#) [0 In Editing](#)

[\[Create Issue\]](#) [\[Notify Users\]](#)

» [Submit or Revise Manuscript](#) [0 Active](#) [8 Archive](#)

[\[New Submission\]](#)

My Account

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» [Edit My Profile](#)

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- [Submission Guidelines](#)
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- [Contact Mester](#)

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MY JOURNALS MESTER HOME

Mester Home

Mester Home

» Site Administrator

Mester

» Configure Journal

» Manage All Submissions 8 Unassigned

» Submit or Revise Manuscript

My Account

- » Show My Journals
- » Edit My Profile
- » Change My Password
- » Log Out

How can we help you?

Type in your question...



- How to add a new user
- How to give an existing user an additional role
- How to Create a New Review Form
- How to Conduct a Peer Review
- How to Add Form Items to a Review Form
- How to Replace a PDF
- How to Make Changes to an Item's Metadata
- How to access reports

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eScholarship
University of California



MESTER



Walk Me Through ▾

MY JOURNALS MESTER HOME HELP CENTER

Journal Home > Editor

Editor Home

Submissions

- » Unassigned (8)
- » In Review (53)
- » In Editing (0)
- » Archives

Title	▼	contains	▼								
Submitted	▼	between		▼	▼	▼	and		▼	▼	▼
Search											

Issues

- » Create Issue
- » Notify Users
- » Future Issues
- » Back Issues

Is the article published?

Yes

No

Done

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- » About Us
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Interface Font Size

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walkme

Dashboard

Walk-Thrus

Launchers

Resources

Shuttles

Surveys

ShoutOut

Search History

Onboarding

Text & Multi-language

Walk-Thrus

help@escholarship.org

From 03/22/2016 to 03/21/2017

How to Conduct a Peer Review

92% Goals Completed187 Plays

How to Perform a Review

58% Goals Completed379 Plays

Branches - Able to Review

How to Make Changes to an Item's Metadata-Not Pub

walkme

Dashboard

Walk-Thrus

Launchers

Resources

Shuttles

Surveys

ShoutOut

Search History

Onboarding

Text & Multi-language

Search History

Search full details

From 03/22/2016 to 03/21/2017

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Search

Show 50 Entries

Search Term	Number of Searches	Action Performed
author	3	<div></div>
how to edit	3	<div></div>
submission	3	<div></div>
academic discipline	2	<div></div>
change	2	<div></div>
delete	2	<div></div>
editor	2	<div></div>
how to submit	2	<div></div>
publish	2	<div></div>
reorder authors	2	<div></div>
reports	2	<div></div>
revisions	2	<div></div>

Providers Clicked

WalkMe Results Clicked

No Action Taken

3. Final Copyedit 2015-10-14 N/A 2015-10-14 N/A

File: 28931-111262-7-CE.PDF 2015-12-11

Upload file to ☐ Step 1, ☐ Step 2, or ☒ Step 3 No file selected.

Copyedit Comments No Comments [COPYEDIT INSTRUCTIONS](#)

Walk Me Through

Scheduling

Schedule for publication in [PREVIEW & PUBLISH ISSUE](#)

Published

Layout

Layout Editor William Morosi [ASSIGN LAYOUT EDITOR](#)

Layout Version 2015-12-11 2015-12-11 — ACKNOWLEDGE

File: 28931-111264-9-LE.PDF 2015-12-17

Galley Format	FILE	ORDER	
1. PDF	28931-114548-1-PB.PDF 2015-12-21	↑ ↓	EDIT DELETE

Note: eScholarship supports one galley only. If you would like to replace the existing galley, please click 'EDIT' to replace the file.

Supplementary Files	FILE	ORDER	ACTION
None			

Upload file to ☒ Layout Version, ☐ Galley, ☐ Supp. files No file selected.

Layout Comments No Comments

Proofreading

	REQUEST	UNDERWAY	COMPLETE	ACKNOWLEDGE
1. Author		—	2015-12-12	
2. Proofreader	2015-12-12	N/A	2015-12-12	N/A
3. Layout Editor	2015-12-12	2015-12-14	—	

Proofreading Corrections No Comments [PROOFING INSTRUCTIONS](#)

Click Edit

OAC / Calisphere Contributor Help Center

Your one-stop shop for asking questions and getting answers.

Home

Contributor Guides

Community Forums

Login

NEW SUPPORT TICKET



Search Articles and Community Discussions..



For Newbies

Start here to learn more about contributing to OAC and Calisphere.



OAC Guide

Everything you need to know about submitting finding aids.



Calisphere Guide

Got digital objects? Let's get aggregating.



UC DAMS Guide

(For UC Libraries.) All things Nuxeo.



Contributor Guides

CDL-authored articles on common processes.

Popular articles

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- Sharing Finding Aids with ArchiveGrid and WorldCat**
You have the option to share your EAD collection guides in OAC with OCLC–...
- Importing Tab-Delimited Metadata**
You can use the "nuxeo_spreadsheet" toolkit, comprising a set of...
- Supported Harvest Sources and Formats**
General requirements Calisphere harvests metadata for digital objects, a...
- Calisphere Policies**
Metadata Requirements All data harvested into Calisphere must include mi...
- Metadata Scheme and Crosswalk**
All data harvested into the Common Index must adhere to the Calisphere Met...
- Updating Institution and Collection Pages**
Contributing Institution Pages Each contributing institution in Calisphe...
- Nuxeo Developer Tools**
We've created command line-based tools for interacting with Nuxeo's ...
- Submitting Supplemental PDF Finding Aids**
You can attach supplemental PDF files to your EAD collection guides, in ca...
- EAD Resources**
We've assembled some resources to help you with building and managing EA...
- OAC Best Practice Guidelines for EAD**
This document provides recommendations for encoding finding aids using the ...



Community forums

Topics raised by contributors.

[Start a new topic](#)

Popular topics

[View all topics](#)

- One more test topic**
Posted by **Sherri Berger**, 21 days ago
- Another test topic**
Posted by **Sherri Berger**, 21 days ago

No wrong way to start!

Read the user guides.
Ask other contributors.
Submit a help ticket.
Send us an email.

Quick links

OAC Dashboard login
Submitting EAD guide
RecordEXPRESS guide
Calisphere guide
Nuxeo login (UC only)

Contact Us

osacops@cdlib.org

Subscribe to our mailing list



How may we help you today?

peer re

SEARCH

[+ New support ticket](#)

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[Where can I find Round 1 Peer Review data?](#) MANAGING A JOURNAL PUBLICATION

[Overview](#) MANAGING A JOURNAL PUBLICATION

[How do I enroll new users / give existing users additional permissions / roles?](#) MANAGING A JOURNAL PUBLICATION

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- [Who can I contact with questions?](#)
- [Removing content or reporting copyright con...](#)

Managing scholarly works (published & unpublished) (3)

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- [eScholarship Repository User Guide](#)

Managing a journal publication (17)

- [Overview](#)
- [How do I locate an article that I know is some...](#)
- [Reviewer wants to see the review after saving](#)

help.escholarship.org/support/solutions/articles/9000067811-where-can-i-find-round-1-peer-review-data- Round 1 Peer Review data?

Community forums

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[New topic](#)

eScholarship

- [Announcements](#) (0)
- [Feature Requests](#) (2)
 - [DOIs for series content](#)
Posted by Justin Gonder, 7 months ago
 - [Multiple Affiliations for eScholarship Items](#)
Posted by Justin Gonder, about 1 year ago
- [Tips and Tricks](#) (0)
- [Report a problem](#) (0)



Submit a ticket

We make every attempt to respond to new inquiries within 3 business days.
For faster assistance, select the Home button above and try searching for your question in our Knowledge Base and Community Forums.

Also note that this form is for technical support and new setup requests by existing or prospective eScholarship users.
For other kinds of assistance, see our guide: [Who to contact with questions.](#)

Requester *

Subject *

Description *

B I U

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📎

✖

I want to learn how to manage peer review in eScholarship

Related articles...

[Where can I find Round 1 Peer Review data?](#)
saving the Editor Decision "Resubmit for Review," editors can select the revised version ... the 2. Review page) and click the Resubmit

[Overview](#)
manuscript submissions, coordinate the peer review process and manage editing activities

[How do I enroll new users / give existing users additional permissions / roles?](#)
stage Reviewer (Respond to Review Request) - Completes peer review requests made

[eScholarship Repository User Guide](#)
This guide does not cover our peer-review and publication management system for ... approves it. Review the details: Take a moment to review



Can I delete journal section headings / subheadings that I'm no longer using?



Modified on: Mon, May 2, 2016 at 6:34 PM

Q: I'm using section headings / subheadings to organize articles in my journal but now I've got a lot of them, most of which I'm not using anymore. Can I delete journal sections that I'm no longer using?

A: **You should not delete any journal sections that you've used in the past.** Doing so will cause publishing problems in the future, should you ever need to make changes to an article that belongs to a section you've deleted.

You can, however, clean-up the sections that are presented to authors as choices when they are submitting new content to your journal. To hide a section from prospective authors, select the "Items can only be submitted by Editors and Section Editors" checkbox on the section information screen (pictured below). You can get to the section information screen by navigating to Configure Journal, select Journal Sections, then click on the edit link next to the section you'd like to modify.

Journal Home > Journal Management > Journal Sections > Section

Section

Section Title*
Abbreviation* (For example, Articles-A&T)
Section Policy

Review Form

Indexing

Revisions

Word Count

Table of Contents

About

Submissions made to this section of the journal

☐ Will not be peer-reviewed

☐ Do not require abstracts

☐ Will not be included in the indexing of the journal

Identify items published in this section as open

(For example, "Peer-reviewed Article", "Non-refereed Book Review")

☒ Items can only be submitted by Editors and Section Editors

Limit abstract word counts for this section (0 for no limit):

☐ Omit the title of this section from Issues' table of contents

☐ Omit author names for section items from Issues' table of contents

☐ Omit this section from About the Journal

Select this option to hide this section from prospective authors

Related Articles



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[How can I add subheadings \(or sections\) ...](#)



[Journal Issue Troubleshooting](#)



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