

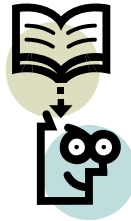
Let's peek inside a journal!

CAL Publication Workshop - 3/25/2009
Convener: El Sobo



Overview

- 1) How can I find time to publish?
- 2) Where should I try to publish?
- 3) How do I make a submission?
- 4) How do editors think?
- 5) How will I ever handle rejection or revision requests?
- 6) What about book reviews or student-focused journals?



Workshop Objectives

- Gain knowledge on all key steps in the publication process
 - Including common pitfalls
- Get a head start on developing a roadmap to publication success



1. How can I find time to publish!?

- Esther Rothblum
- *Journal of Lesbian Studies*



1. Separate the URGENT from the IMPORTANT

- The urgent is rarely important
- The important is rarely urgent
- Get away from the urgent junk on your desk and ponder the important



2. Eat out a lot (meet new people, including colleagues in other fields)

- Do not contact people only when you need something
- You will always need outside colleagues to write letters of recommendation for tenure, etc.



3. Create your infrastructure

- Spend time arranging things so they are organized and easy to access
 - A little organization now will save hours of time later
 - A good time? the beginning of the summer
- Back up your hard drive
 - keep the back-up file in a different building



4. Make time for writing and publishing

- Have a 3-year plan for getting articles and books out

5. Don't get hooked

- Department politics will get you hooked into minor details that seem urgent
- Stay detached



6. Don't be an inefficient teacher

- Research indicates that junior faculty
 - spend too much time preparing courses
 - prep time is not related to course evaluations
- Do not change a course every time you teach it



7. Throw things out

- If you don't know you have a file, you might as well throw it out
- If something is on your PC (and backed up), you do not need a hard copy



8. Collaborate

- Some disciplines assume teamwork, others frown on it
- Some people are "starters" and others are "finishers"
 - Find collaborators who complement (rather than match) your style



Where to next?

- 1) How can I find time to publish?
- 2) Where should I try to publish?
- 3) How do I make a submission?
- 4) How do editors think?
[minibreak for 1 pm classes]
- 5) How will I ever handle rejection or revision requests?
[handout]
- 6) What about book reviews or student-focused journals?



2. Which Journal, and Why?

- Seth Mallios
- *Journal of the Jamestown Rediscovery Center*
- *San Diego State University Occasional Archaeological Papers*



Where do I submit and why? Which journal/publisher?

- Know your audience
 - Editor, reviewers, readers
- Know yourself
 - Goals, timelines, commitment
- Know your options
 - Hundreds of possibilities



Know your audience

- Journal or book
 - Mission statement of press
 - Editorial staff and process
 - Reviewers and people who've published there
 - Organization's constituents
(Go to conference!)



Know yourself

- Goals
 - Quantity/quality
- Timelines
 - Personal/professional
- Commitment to topic
 - Sole contribution or first of many



Know your options



- Journals
 - Local, national, international
 - Electronic or traditional
 - Peer reviewed or in-house panel review
- Books
 - Academic vs. popular presses
 - Beware of vanity presses



3. The Submission Process

- EJ Sobó
- *Medical Anthropology Quarterly*



How do I submit?

- Submit to one journal at a time
- Follow author guidelines
 - *“No paper is ever rejected solely on the basis of incorrect style, but careful attention to the following points will greatly facilitate the review process and the eventual preparation of an accepted manuscript for publication – and will win you a warm spot in the hearts of the editorial staff.”*

[Author Guidelines, [Human Organization](#)]



How do I submit?

- The Cover Letter
 - Include required author statements
 - Address the Big So What
 - Why is this paper better than the rest?
 - What does this paper add to the literature?



How do I submit?

- Tracking your submission
 - Give yourself a tickler
 - Avoid Mondays, Fridays



3. The Thin Red Line: How Editors Think

- Hank Johnston
- *Mobilization: An International Review*



The Thin Red Line: How Editors Think

- The decision process
 - Timing and manuscript flow
 - Rejections and R&Rs
 - Special issues and hot topics
 - From submission to print



The Thin Red Line: How Editors Think

- Decision criteria
 - Manuscript quality and peer reviews
 - Author's track record
 - Editors' biases
 - This editor's preferences



5. Handling submission results



- Lynn Gamble
- *Journal of California and Great Basin Anthropology*

Accepted

- Congratulations!
- This is a very rare occurrence in most top-tier journals
- Next time submit to a higher ranked journal



Revise and Resubmit

- Congratulations!
- Make all the revisions suggested
 - Respond quickly
- Write a detailed cover letter



Reject



- Have a plan
 - Review the comments, but do not despair
 - Immediately send it to another Journal
 - Be sure to change the format according to the Style Guide
- Do not give up



6. What about book reviews or student-focused journals?

- Steve Barbone
- *Dialogue*



Publishers send Journals books



Should I say 'yes' to a Book Review?

- Low hanging fruit
- Generally solicited, but...
- ↓ Not peer reviewed
- ↑ Can shape the direction of the field



Student-focused Journals

- Pros?
- Cons?



Room for Discussion

- 1) How can I find time to publish?
- 2) Where should I try to publish?
- 3) How do I make a submission?
- 4) How do editors think?
- 5) How will I ever handle rejection or revision requests?
- 6) What about writing a book?



Evaluation

- Have I gained knowledge on all key steps in the publication process (including common pitfalls)?
- Have I gotten a head start on developing my roadmap to publication success?

