



Journal of Physics series

Celebrate 50 years of leading physics

**Getting your work published**



## Topics covered in this talk

- Introduction to IOP
- Why publish at all?
- Choosing your journal
- Writing your paper
- Top 10 tips for getting published
- Peer review process
- Post-acceptance
- Post-publication



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# Introduction to IOP



## About IOP Publishing

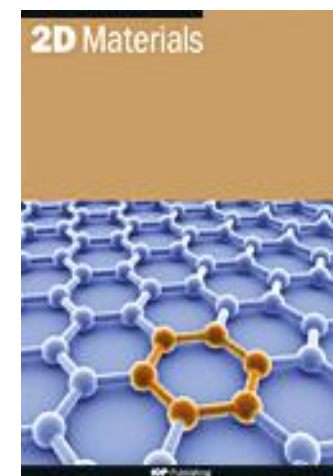
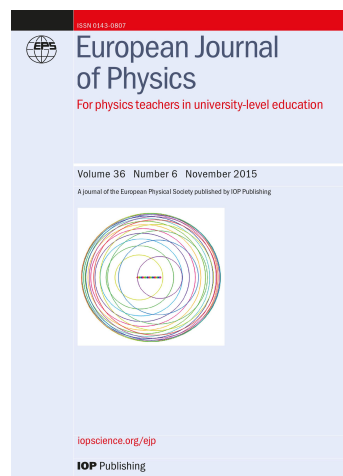
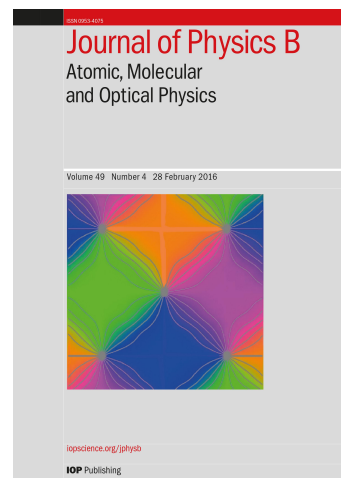
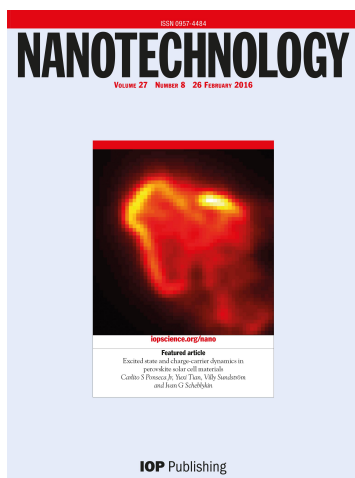


- The wholly-owned for-profit publishing subsidiary of the Institute of Physics
- A society publisher embedded in the community we serve
- Mission: to deliver **impact, recognition and value** to the scientific community
- Over 300 staff worldwide (HQ in Bristol, UK)
- Provides high-quality publishing services to the global scientific community
- Publisher of 75 physical science journals
- eBooks programme
- Award-winning science journalism (including *Physics World*)
- [iopscience.iop.org](http://iopscience.iop.org)

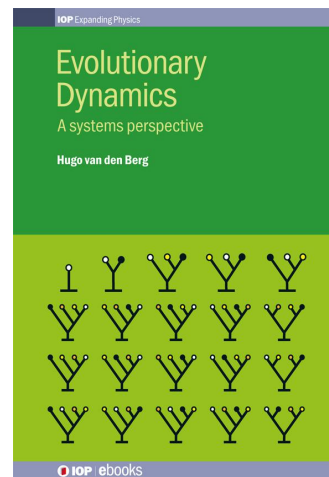
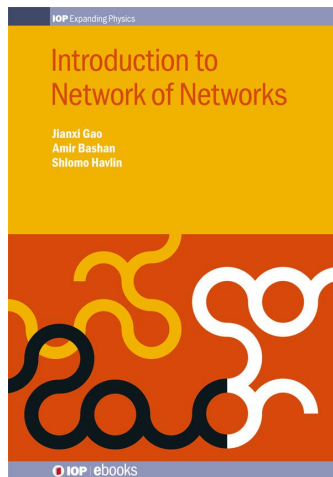
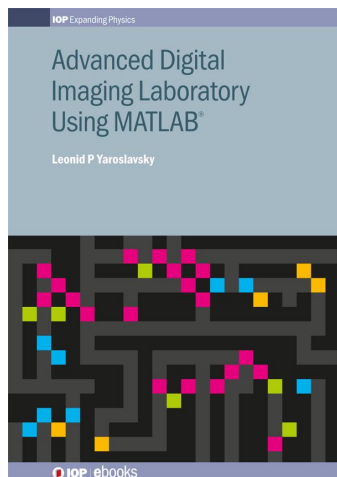
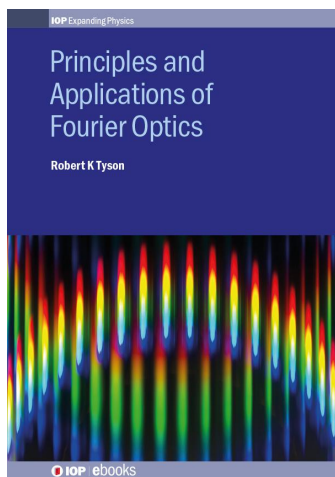
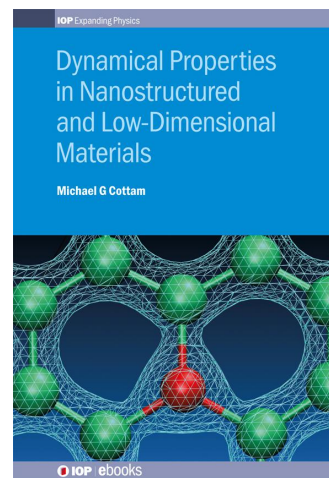
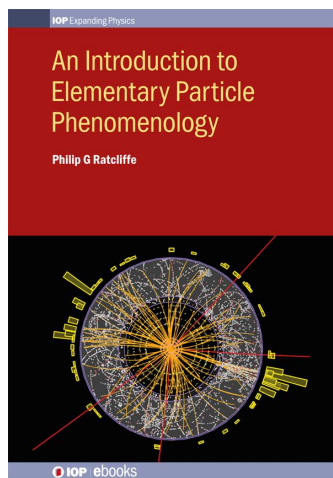
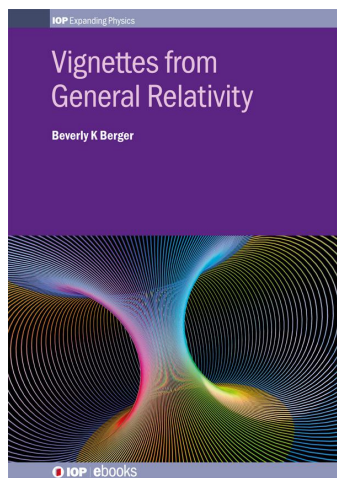
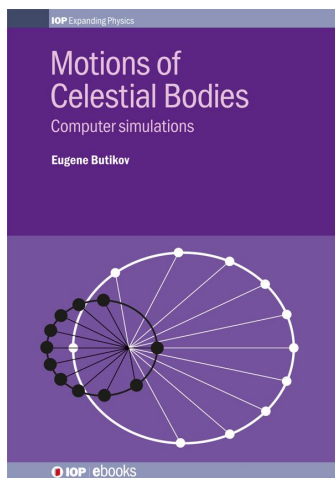
## IOP around the world



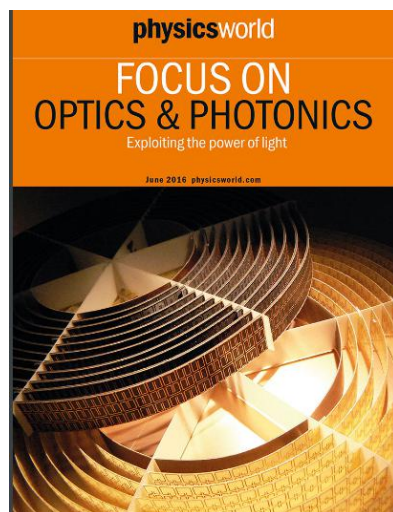
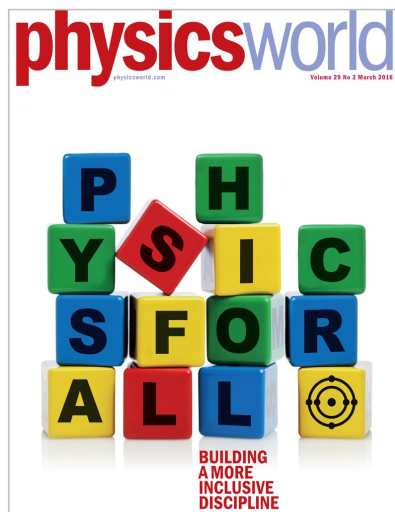
# IOP Publishing: Journals



# IOP Publishing: eBooks



## IOP Publishing: award-winning science journalism







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# Why publish at all ?



## Why publish at all?

- To share your knowledge (take field forward)
- To validate your research
- To help your career and reputation
- Publishing a paper in a **peer-reviewed reputable academic journal** is the universal way in which scientists communicate their research

*“Connaitre, découvrir, communiquer—telle est, au fond, notre honorable destinée”*

*“To get to know, to discover, to publish—this is the destiny of a scientist”*

— François Arago, French physicist and astronomer

*From 'De L'Utilité des Pensions', Œuvres complètes de François Arago (1855), Vol. 3, 621.*



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# Choosing Your Journal

## Deciding on the right journal for your paper



- Decide your first-choice journal and **check with your supervisor before even writing your paper!**
- Considerations:
  - Audience (peers): board or specific in scope
  - Scope/relevance
  - Reputation
  - Quality criteria
  - **Impact/visibility**
  - Speed of peer review and publication
  - Likelihood of acceptance
  - **Open access or subscription model**
  - Costs (pages/figures/APCs etc.)
- Author Support Guide:  
<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>



## What we look for in your paper?

1. Report original science and add significantly to research already published
2. Are of interest to the community
3. Are scientifically rigorous
4. Have sound motivation and purpose
5. Have not been published previously in the peer reviewed literature, which are not under consideration for publication in any other peer reviewed journal or book available through a library or by purchase
6. Comply with our preprint pre-publication policy
7. Comply with our ethical policy.

**Check with your supervisors!**



## Start submission:

- Step 1: Article info (article type, abstract <300 words, section/special issues)
- Step 2: Keywords: 3-7 words, complete one word and click on add for the next
- Step 3: Author details (including co-authors), search co-author's email and then add (create new one if it was not in the journal's database), and ORCID ID need to be created if you do not have one
- Step 4: Referee suggestions: preferred and not preferred including affiliations and emails info
- Step 5: Cover letter – text box and optional, Funders – required, search and add, OA – default setting is 'no'?, Pay to have figures printed in color?, Permissions of previously published work, Ethical policy, Accepted Manuscript – default setting is 'yes'
- Step 6: New submission - Upload one PDF which contains everything, you can also upload from arXiv, Upload permissions for re-use figures – required, Supplementary materials is optional, Video files in animated GIF, AVI, MPG formats



## IOP's submission requirements

- IOP aims to make the submission process as simple as possible for authors:
  - Use a reasonable font size (at least 10 point) and line spacing. No need to include line numbers. Embed figures and tables within the text for reviewers
  - No need to make it the same as articles in the journal
  - Latex template provided:  
<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>
  - Any relevant supplementary data allowed
  - Any received permissions
  - Can upload a file direct from the arXiv
  - **PDF only submission.** Source files (TeX/Word) only required after revision
  - Length and references follow journal's style
- Full information for submission of IOP owned journals:  
<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>



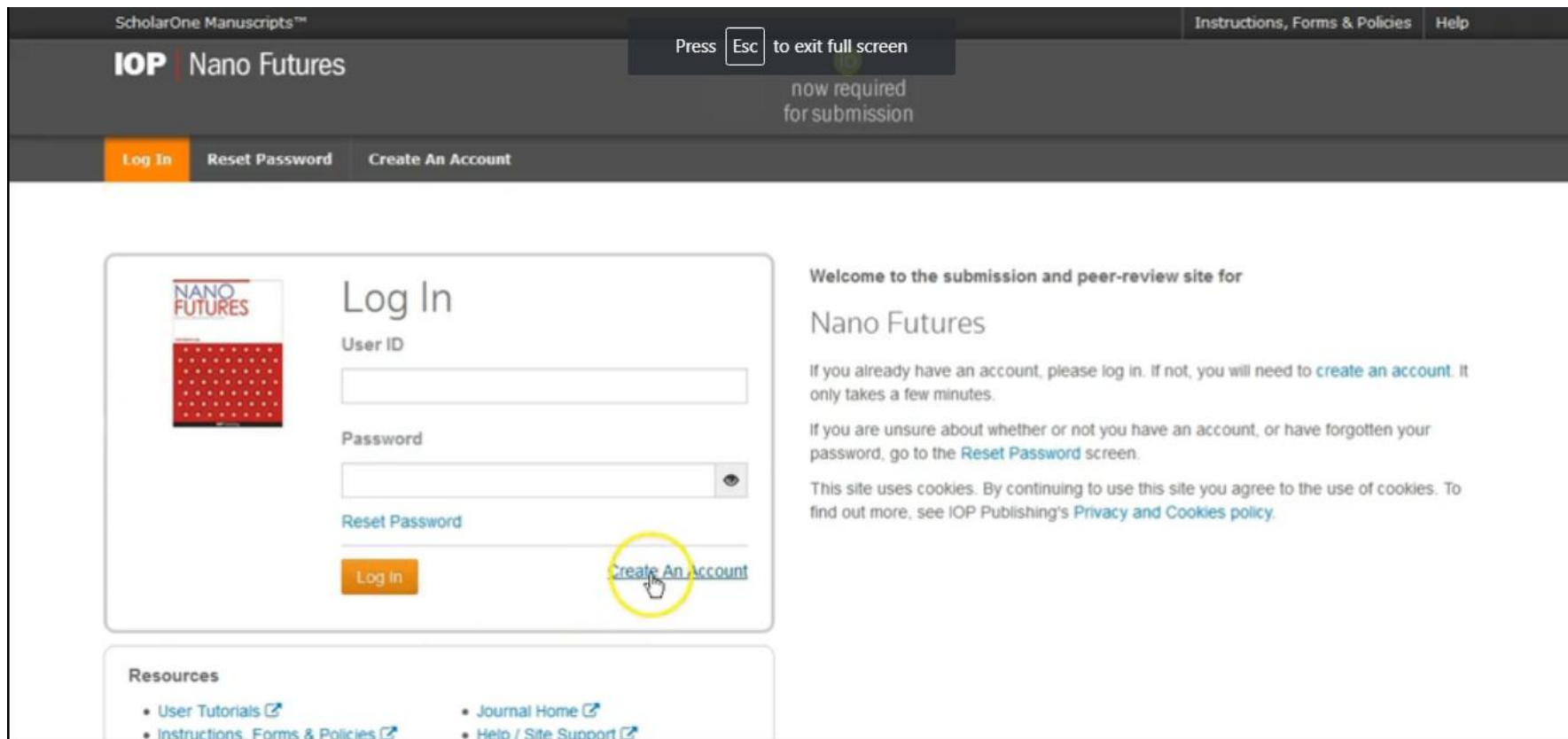
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<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>
  - Any relevant supplementary data allowed
  - Any received permissions
  - Can upload a file direct from the arXiv
  - **PDF only submission.** Source files (TeX/Word) only required after revision
  - Length and references follow journal's style
- Full information for submission of IOP owned journals:  
<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>



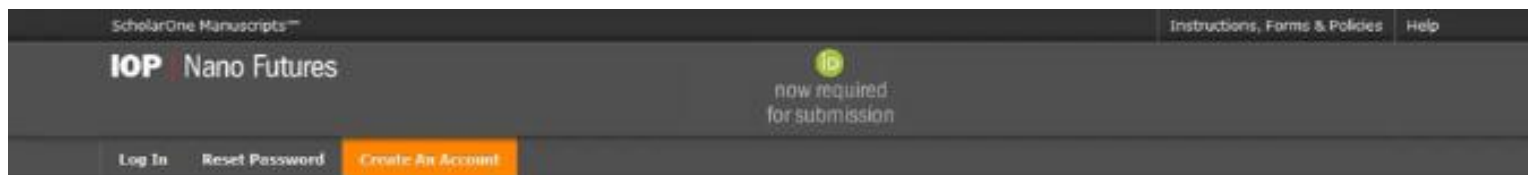


## IOP's submission process



The screenshot shows the IOP Nano Futures submission website. At the top, there is a dark navigation bar with the text "ScholarOne Manuscripts™" on the left, "Press Esc to exit full screen" in the center, and "Instructions, Forms & Policies" and "Help" on the right. Below this is a header for "IOP Nano Futures" with a note that a certain feature is "now required for submission". A secondary navigation bar contains "Log In", "Reset Password", and "Create An Account" buttons. The main content area is split into two columns. The left column features a "Log In" form with a "NANO FUTURES" logo, input fields for "User ID" and "Password", a "Reset Password" link, and "Log In" and "Create An Account" buttons. The "Create An Account" link is circled in yellow. The right column contains a welcome message, instructions for existing and new users, and a cookie policy notice. A "Resources" section at the bottom left lists links for "User Tutorials", "Journal Home", "Instructions, Forms & Policies", and "Help / Site Support".

## IOP's submission process – ORCID ID required!



### Create an Account

There are three screens to fill out in the Create Account process. In this first screen, enter your name and e-mail information into the boxes below. Required fields are marked with 'req.'. When you are finished, click 'Next'.

#### E-mail Addresses

- E-mails will always be sent to the 'Primary E-mail Address'. If you would also like copies of the e-mails to go to a second address, please complete the 'Primary Cc E-mail Address' as well.
- 'Secondary E-mail Address' and 'Secondary Cc E-mail Address' are for the records only and will not receive correspondence generated from the system. The site administrator may use these if your primary e-mail is unable to receive messages.

- 1 E-mail Address
- 2 Address
- 3 User ID / Password & other information

#### ORCID®

Select the appropriate option below to associate an ORCID ID to your account.



- Create an ORCID ID
- Associate your existing ORCID ID

**Open Researcher and Contributor ID (ORCID)** is a non-profit organization dedicated to solving the long-standing name ambiguity problem in scholarly communication by creating a central registry of unique identifiers for individual researchers and an open, transparent linking mechanism between ORCID and other current author identifier schemes. To learn more about ORCID, please visit <http://orcid.org/press/whatsnew>.



## IOP's submission process – Log in and click on 'Authors'

ScholarOne Manuscripts™ Simon Harris ▾ Instructions, Forms & Policies Help Log Out

**IOP Nano Futures** now required for submission

Home Author Review Admin Centre

Author Dashboard

Author Dashboard

- 2 Unsubmitted and Manuscripts in Draft
- Start New Submission
- 5 Most Recent E-mails

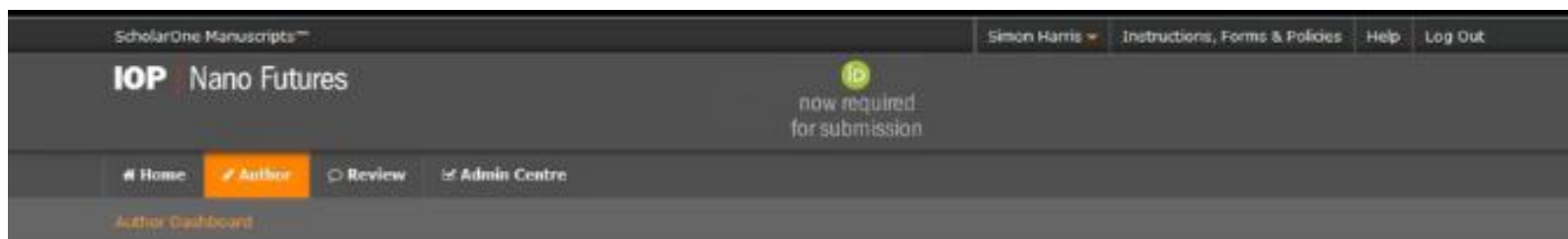
### Unsubmitted and Manuscripts in Draft

To contact the journal team about a specific article please email [nanofutures@iop.org](mailto:nanofutures@iop.org), quoting the Manuscript ID.

An ORCID ID is now required for all submitting authors on this journal. For more information on ORCID and why an ORCID ID is important, visit <https://orcid.org/>

CONTINUE	ID	TITLE	CREATED	DELETE
<a href="#">Continue</a>	draft	(No Title Entered) <a href="#">View Submission</a>	21-Sep-2017	<a href="#">Delete</a>
<a href="#">Continue</a>	draft	Title <a href="#">View Submission</a>	14-Aug-2017	<a href="#">Delete</a>

## IOP's submission process – Begin new submission



### Start New Submission

To contact the journal team about a specific article please email [nanofutures@iop.org](mailto:nanofutures@iop.org), quoting the Manuscript ID.

**iD** An ORCID ID is now required for all submitting authors on this journal. For more information on ORCID and why an ORCID ID is important, visit <https://orcid.org/>

Please read the [author guidelines](#) for more information on submitting your manuscript.

[Begin Submission](#)

## IOP's submission process – Choose article type

The screenshot shows the IOP Nano Futures submission interface. At the top, there is a navigation bar with the user name 'Simon Harris', 'Instructions, Forms & Policies', 'Help', and 'Log Out'. Below this is the IOP Nano Futures logo and a note that 'ib' is now required for submission. A secondary navigation bar includes 'Home', 'Author', 'Review', and 'Admin Centre'. The main content area is titled 'Step 1: Article Information' and includes instructions for selecting a manuscript type and entering title and abstract information. A sidebar on the left lists seven steps, with 'Step 1: Article Information' highlighted. The main form area has a 'Type' dropdown menu with 'Tutorial' selected, a 'Title' field with a character count of 0/100, and an 'Abstract' field with a character count of 0/100. A 'CHOICE' button is visible on the left side of the form area.

ScholarOne Manuscripts™ Simon Harris ▾ Instructions, Forms & Policies Help Log Out

**IOP Nano Futures** **ib**  
now required for submission

Home Author Review Admin Centre

Author Dashboard / Submissions

**Submission:**

- Step 1: Article Information >
- Step 2: Keywords >
- Step 3: Author Information >
- Step 4: Referees >
- Step 5: Policies & Information >
- Step 6: File Upload >
- Step 7: Review & Submit >

### Step 1: Article Information

Select your manuscript type. Enter your title and abstract into the appropriate boxes below. If you need to insert a special character, click the 'Special Characters' button. When you are finished, click 'Save and Continue'. [Read More ...](#)

\* = Required Fields

Type: **Tutorial** Background knowledge for an audience unfamiliar with the subject. Aimed at young researchers or more experienced researchers moving into a new field.

\* **Title**   0/100 OF 100 CHARACTERS

This | I

\* **Abstract**   0/100 OF 100 CHARACTERS

Write or Paste Abstract

CHOICE

CHOICE

CHOICE



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# Writing Your Paper



## Writing Your Paper



- Before you start:
  - Assess your main results – are they **novel and important** enough? Do they fill a gap in the research?
  - Consider what your choice of journal requires
  - Decide on the key message of your paper
  - Prepare an outline/structure: headings, topics, context, significance



## Writing Your Paper



- Structure should include:
  - Title
  - Abstract
  - Introduction
  - Methods
  - Results
  - Discussion
  - Conclusion
  - Acknowledgments
  - References
  - Figures
- Optional extra:
  - Supplementary material





## Writing Your Paper



- **Get feedback and comments on your paper before submission**
  - Your supervisor
  - Other colleagues
  - Internal review
- Make changes following their input
- Get help from a fluent English speaker if you need it



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# IOP's TOP 10

**Tips for successfully writing up your research**



## Do...

1. **Check** the literature for similar results in your field
2. Use **references** that show context of your work and why it is new and significant
3. Decide whether you are writing for a specialist or non-specialist **audience** (your paper must be easy for that audience to understand)
4. Choose which journal you want to publish in **before** writing your paper
5. Spend a lot of time on your **title and abstract** – this will be what most people will see first. And judge your work on!



## Do...

6. Keep **abbreviations** or technical terms to a minimum or clearly define them at first use
7. **Avoid speculation**, exaggeration or anecdotes – keep to the facts and clearly state your conclusions
8. Keep it clear and **concise** – even when there are no word limits – and **use your own words**
9. Allow plenty of time for **rewriting**
10. Get **feedback** from colleagues before submitting your article

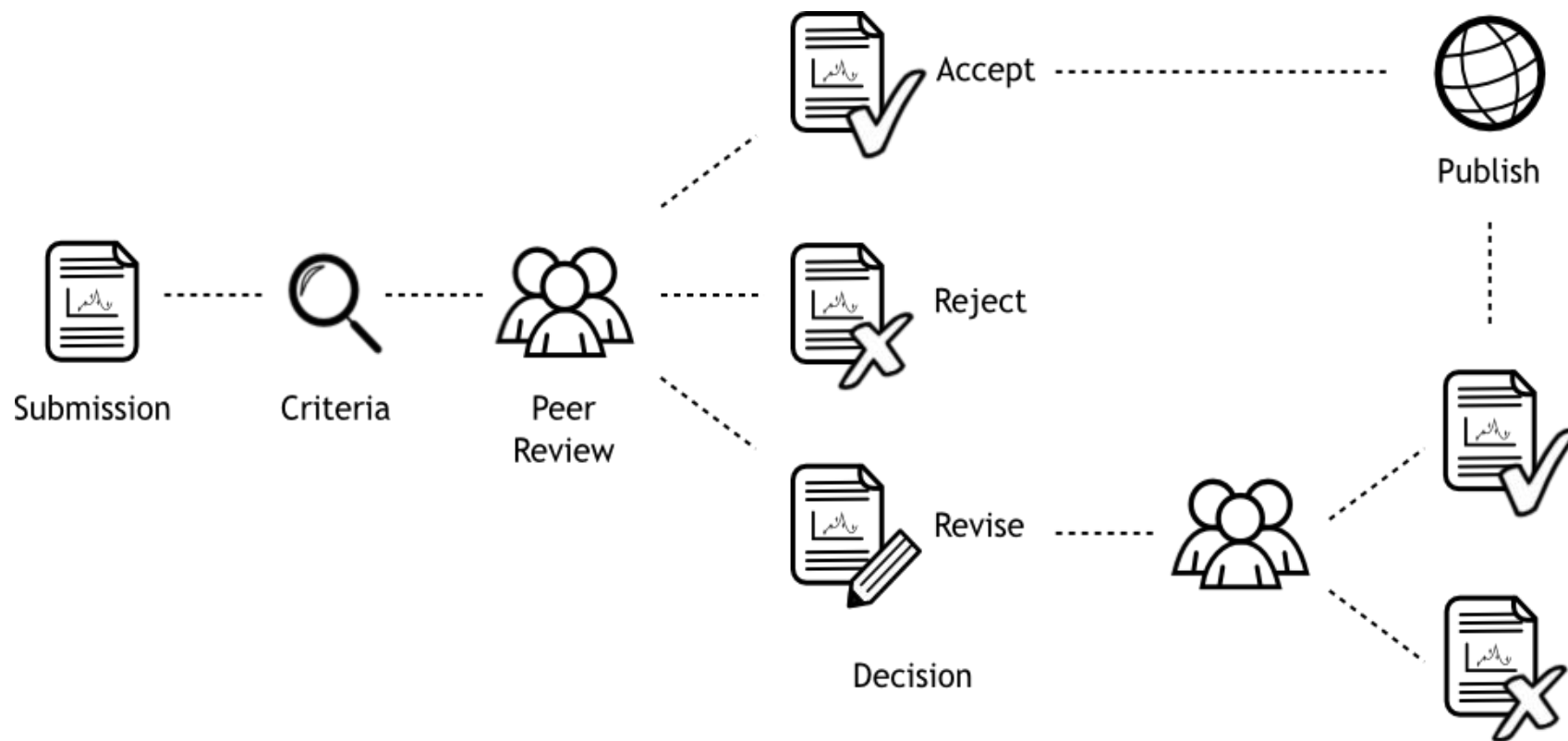


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# Peer Review Process

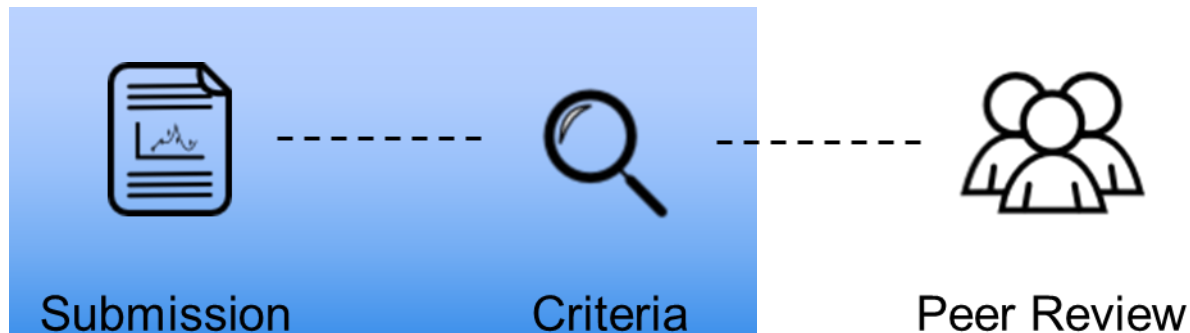
## Peer review process: In house editor





## Peer review: 'Pre-refereeing'

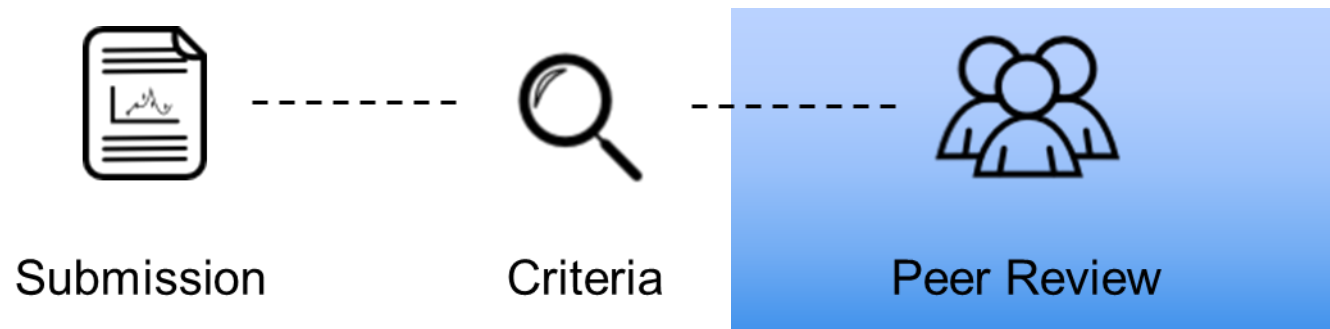
- The IOP editorial team review **all** submissions first – usually takes a week
  - Check for **scope, quality of content and novelty (incremental?)**
  - Use **✓iThenticate®** to detect plagiarism or duplication
  - Consult the journal's Editorial Board if necessary
  - If the paper is not suitable it will be rejected (or a transfer offered) at this stage
  - Otherwise it will be sent to referees





## Peer review process

- Referees are chosen based on:
  - Subject expertise
  - Independence
  - Availability
  - Reliability (previous record)
- Authors don't know who the referee is
- Referee knows who the author is → Single blind
- Double-blind option for our Express titles







## Peer review process: make 1<sup>st</sup> decision

- Normally require at least **two referee reports** (Adjudicator consulted if the two referees disagree) – typically takes 30 working days
- IOP referees are asked to rate Scientific rigour, Novelty and Significance
- Decision is made **by the IOP editorial team** based on the referee reports
- Often ask authors for revisions based on the referees' comments/requests

### Decisions:

- 1) Moderate revision, Major revision -> revise
- 2) Rejected but may resubmit -> substantial change and resubmit
- 3) Reject: not in scope/overlap/unscientific/poor English, straight reject -> suggested not to submit to the journal again unless reviewers' concerns are addressed, please choose another journal if you wish to maintain current content
- Reject and transfer -> recommend to another journal, reviewing reports transferred along manuscript

### Wish to appeal?

Contact journal editor and we will find a board member to decide!



## Peer review: responding to referees' comments

- Read each referee's report and respond to each and **every** comment specifically
- Keep a list of all the changes made (or the changes highlighted in the manuscript) and **a point-by-point response to each referee comment** (even if you disagree), If you disagree with the referees, clearly (and politely!) explain why - copy each referee comment into a separate document and add a response below each comment (and refer to the manuscript line numbers when referring to changes in the main text)

### Files for re-submission:

- One PDF of revised manuscript, with the changes highlighted if possible (deleting the original version)
- Point-by-point response
- The latest set of source files, e.g. TeX/LaTeX files or a single Word file (which includes figure/table captions) and individual figure files, zip files are okay.
- Permissions for new figures etc



## What if your paper is accepted?

- You will receive an acceptance letter - congratulations!



- Check if the journal needs you to do anything now; you may need to:
  - Sign copyright form (assigns copyright to the publisher)
  - Provide proof of permissions for reproduced figures
  - Upload the source files (TeX/Word) for your manuscript



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# Post-acceptance



## What happens after acceptance?

- Your Accepted Manuscript will be made available online within 24 hours of acceptance
- So you can promote your work to your peers as soon as it is accepted (email, social media etc)!
- An earlier opportunity for your research to be read and **cited**



## Proof stage

- Your paper will be edited to meet the format of the journal (usually including an edit for English)
- You will be asked to **carefully check** the proof of your paper
- This is your last chance to make any (minor) corrections!
- Your corrections will be made and the **paper published online**
- You will be informed and sent a link to your published paper
- Print publication will follow some time later

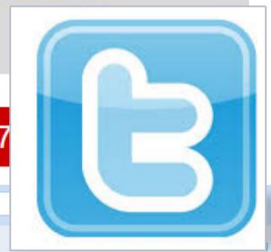


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# Post publication: Impact and visibility

# Promoting your published work



@JPhysD

MailOnline Science & Tech

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Latest Headlines | Science | Pictures

From The Web

- 4 Reasons Why Funeral Homes Are Ramping Up Prices
- Revolutionary Laser Eye Surgery Taking The UK By Storm
- New Policy In UK: If You Don't Have Life Insurance You Better...
- Why So Many Guys Are Loving This Online Game
- The Best Morning Routine For Your Digestive System
- 5-Minute Breakfast Cheats That Will Change Your Life

**We could soon be indulging in SUPER-CHOCOLATE: Scientists tweak ingredients at molecular level to help create perfect recipe**

- Researchers in Germany have focused on the key ingredient lecithin
- This is used to keep fat in the chocolate stable so that it doesn't separate
- By understanding how it works on a molecular level, scientists say they could soon create the perfect recipe for 'super-chocolate'

By ELLIE ZOLFAGHARIPARD FOR DAILYMAIL.COM

PUBLISHED: 09:53, 28 August 2014 | UPDATED: 02:04, 28 August 2014

370 shares

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conventional optical microscopy. Meanwhile, techniques such as STED (stimulated emission depletion) fluorescence microscopy, RESOLFT (reversible saturable optical fluorescence transitions), PALM/STORM (photo-activated localization microscopy/stochastic optical reconstruction microscopy) and SSIM (saturated structured illumination microscopy) push the limits of optical resolution to the nanometre scale.

"Super-resolution optical microscopy has been one of the most momentous developments in life science over the last decade," said Christian Eggleting, from the University of Oxford. "Still, a lot of confusion exists on what the various super-resolution techniques can really accomplish in biological research and what the upcoming challenges are." To address these uncertainties, Eggleting has helped put together "The 2015 super-resolution microscopy roadmap", published in the *Journal of Physics D: Applied Physics* (*J. Phys. D: Appl. Phys.* 48 443001).

RELATED LINKS

- The super-resolution microscopy roadmap
- Christian Eggleting
- Mark Bates

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Applied Physics highlights of 2014

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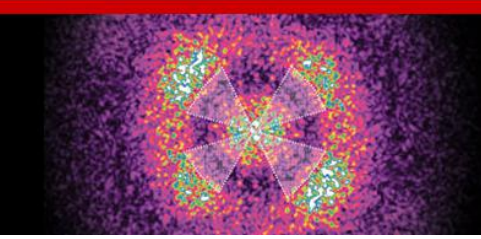
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- Featured websites
- Publishing options



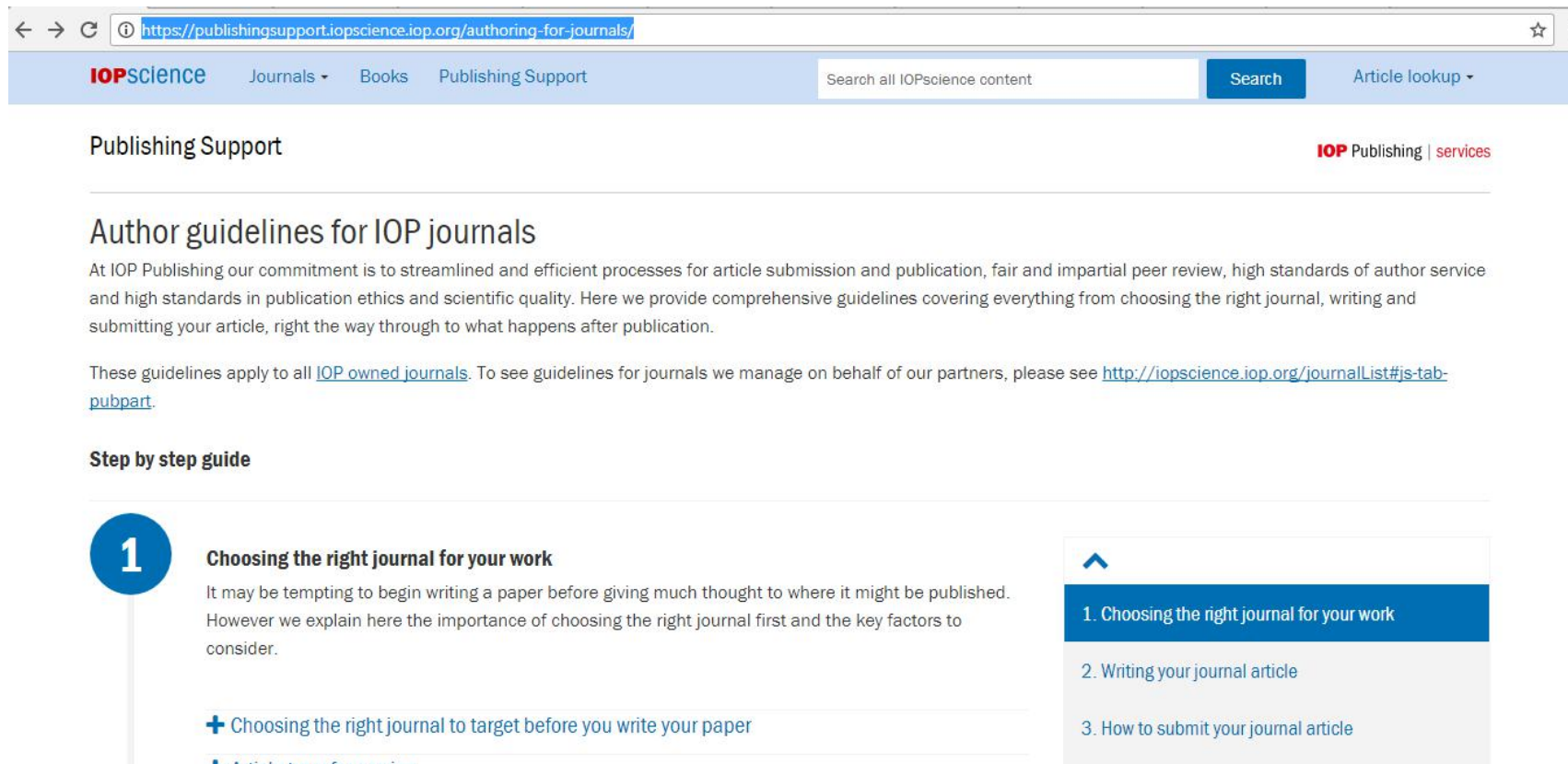
**BRUKER**

For maximum exposure, become a Corporate partner. Contact our sales team.

Buyer's Guide



<https://publishingsupport.iopscience.iop.org/authoring-for-journals/>



The screenshot shows a web browser displaying the IOP Publishing website. The address bar contains the URL <https://publishingsupport.iopscience.iop.org/authoring-for-journals/>. The page header includes the IOPscience logo and navigation links for Journals, Books, and Publishing Support. A search bar is present with the text "Search all IOPscience content" and a "Search" button. The main content area is titled "Publishing Support" and features the sub-header "Author guidelines for IOP journals". Below this, there is a paragraph of introductory text and a link to "IOP owned journals". A "Step by step guide" section is visible, with the first step highlighted: "1. Choosing the right journal for your work". A sidebar on the right lists the steps: "1. Choosing the right journal for your work", "2. Writing your journal article", and "3. How to submit your journal article".

**Publishing Support** IOP Publishing | services

## Author guidelines for IOP journals

At IOP Publishing our commitment is to streamlined and efficient processes for article submission and publication, fair and impartial peer review, high standards of author service and high standards in publication ethics and scientific quality. Here we provide comprehensive guidelines covering everything from choosing the right journal, writing and submitting your article, right the way through to what happens after publication.

These guidelines apply to all [IOP owned journals](#). To see guidelines for journals we manage on behalf of our partners, please see <http://iopscience.iop.org/journalList#js-tab-pubpart>.

### Step by step guide

- 1. Choosing the right journal for your work**

It may be tempting to begin writing a paper before giving much thought to where it might be published. However we explain here the importance of choosing the right journal first and the key factors to consider.

  - + Choosing the right journal to target before you write your paper
  - + Article transfer service
2. Writing your journal article
3. How to submit your journal article



## Contact

Submission questions: Journal mailbox  
[Journal@iop.org](mailto:Journal@iop.org) e.g., [Nano@iop.org](mailto:Nano@iop.org)

IOP China office:  
[China@iop.org](mailto:China@iop.org)

Baihua Wang  
[Baihua.wang@iop.org](mailto:Baihua.wang@iop.org)

