

# **AN INTRODUCTION TO PUBLISHING JOURNAL ARTICLES**

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**Prepared by William Davis, Netta Avineri, Mac Marston  
UCLA, Graduate Writing Center, 2012**

**Modified by Lauren Slone and Carole Yue  
UCLA, Graduate Writing Center, 2013, 2015**

# Stages of the Process

1. Having a **paper** worth submitting
2. **Finding a journal**
3. **Revising for the chosen journal**
4. **Submission**
5. **Revision regarding reviews**

# Having a paper worth submitting - where to start:

- Course paper
- Conference presentation
- Completed data analysis
- MA thesis
- Dissertation chapter

# How to Find a Journal

- Recommendations from faculty/colleagues
- Articles you cite
- Browse in library (current publications)
- Browse online (e.g., ISI Web of Science)

# Types of Journals

- Disciplinary journals - highest-ranked
- Field journals
- Regional journals - lowest-ranked
- Interdisciplinary journals
- Online v. print

# **Finding And Evaluating Journals For Publication:**

**ISI Web Of Science**

**The European Reference Index For The Humanities  
and Social Sciences (ERIH PLUS)**

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# ISI Website of Science



## Start your research

Books & More

Articles

Databases

Journals

Research Guides

Archives & Manuscripts

Search for a database title.

- Contains
- Starts with

Search

What am I searching?

Database titles and descriptions of what the database contains. The majority are licensed, subscription titles and will require a computer to be configured for [off-campus access](#) if not being accessed from on campus. If you do not find the database you are seeking, try searching the [UCLA Library Catalog](#) or [Research Guides](#).

Other Search Options

[Find Databases by Subject](#)  
[A-Z List of Databases](#)

## Project Highlights



### "Round Trip" Exhibition Showcases Library Photographs

Follow a trip through Asia Minor by bicycle in 1891 at the Fowler Museum

Start at the UCLA Library Website



# ISI Web of Science

## A-Z Databases

Find the best library databases for your research

1401 DATABASES Find Databases by Title Go

All | A B C D E F G H I J K L M N O P Q R S T **U V W X** Y Z #

58 Databases found Reset

**W**

**Wall Street Journal** 🔑  
Full page and article images with searchable full text, from 1984-present.

**WANFANG Data Centre** 🔑  
As an affiliate of Chinese Ministry of Science & Technology, Wanfang Data has been the leading information provider in China since 1950s. With a wide range of database resources and value-added services, Wanfang Data has become a gateway to understand Chinese culture, medicine, business, science, etc. The UCLA Library has subscribed to five databases of Wanfang Data: Policies and Laws of China; Chinese Companies and Products; Dissertations of China; China Academic Conference Proceedings; and China Online Journals.

**Washington Post, The** 🔑

**Water Resources Abstracts** 🔑  
Provides citations and abstracts to journal articles, books, conference proceedings, and reports on characteristics, conservation, control, pollution, treatment, use and management of water resources. Materials are cover the physical and life sciences as well as legal, engineering, and government publications.

**Web of Science** 🔑  
A multidisciplinary database, with searchable author abstracts, covering the journal literature of the sciences; social sciences; and arts & humanities. Indexes major journals across disciplines with all cited references captured. Through the Web of Science, users can access the three ISI Citation Databases: Science Citation Index Expanded; Social Sciences Citation Index; Arts & Humanities Citation Index.

**Look under the “W” tab for “Web of Science”**

students, faculty, and staff who have set up their computer using one of the following methods.

- **Bruin OnLine Proxy Server**  
A browser setting which will automatically divert you to a UCLA logon page when you first access a restricted site.
- **Virtual Private Networking (VPN)**  
A program you can download and install. The VPN software must be logged on manually before you access a restricted site, but works for all programs on your computer.
- **Mednet VPN**  
VPN for UCLA mednet users.
- **VPN for Mobile Devices**  
Most tablets and smartphones have built-in VPN software which can be configured to use UCLA's VPN.

**More Ways to Find Databases**

- **Browse databases by subject**
- **Search by database title**
- **Ulrich's periodicals directory** 🔑  
Bibliographic database that indexes 250,000 serials published worldwide. It covers all subjects, and includes



# ISI Website of Knowledge

The image shows a screenshot of the ISI Website of Knowledge interface. At the top, a dark navigation bar contains several menu items: "InCites", "Journal Citation Reports", "Essential Science Indicators", and "EndNote". The "Journal Citation Reports" item is circled in red. To the right of these items are "Sign In" and "Help" links. Below the navigation bar, the "OF SCIENCE" logo is on the left, and the "THOMSON RE" logo is on the right. A secondary navigation bar below the logo contains "Web of Science™ Core Collection" (with a dropdown arrow), "My Tools", "Search History", and "Ma". A welcome message reads "Welcome to the new Web of Science! View a bri". Below this, a search bar contains the text "arch" and a dropdown arrow. Below the search bar, a search query is visible: "oil spill\* mediterranean". A large yellow callout box with black text is overlaid on the right side of the page, stating: "Click on 'Journal Citation Reports' (really tiny up at the top)". At the bottom left, there are filters for "ars" and a date range from "1900" to "2014". The word "SETTINGS" is visible at the bottom left.

Journal Citation Reports

OF SCIENCE™

THOMSON RE

Web of Science™ Core Collection

My Tools Search History Ma

Welcome to the new Web of Science! View a bri

arch

oil spill\* mediterranean

ars

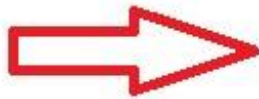
1900 to 2014

SETTINGS

Click on "Journal Citation Reports"  
(really tiny up at the top)

# ISI Website of Knowledge

Select the  
“Science Edition”  
or the “Social  
Sciences Edition”



Select a JCR edition and year:	Select an option:
<input checked="" type="radio"/> JCR Science Edition 2011 ▾	<input checked="" type="radio"/> View a group of journals by
<input type="radio"/> JCR Social Sciences Edition 2011 ▾	<input type="radio"/> Search for a specific journal
	<input type="radio"/> View all journals
<input type="button" value="SUBMIT"/>	

*This product is best viewed in 800x600 or higher resolution*

*The Notices file was last updated Mon Aug 27 15:29:23 2012*

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# ISI Website of Knowledge

Web of Knowledge<sup>SM</sup>

Journal Citation Reports<sup>®</sup>

HOME ? HELP

## Subject Category Selection

Choose the Journal Categories you want to explore (you can select multiple categories simultaneously)

**1) Select one or more categories from the list.**  
[\(How to select more than one\)](#)

- BIOCHEMICAL RESEARCH METHODS
- BIOCHEMISTRY & MOLECULAR BIOLOGY**
- BIODIVERSITY CONSERVATION
- BIOLOGY
- BIOPHYSICS
- BIOTECHNOLOGY & APPLIED MICROBIOLOGY
- CARDIAC & CARDIOVASCULAR SYSTEMS
- CELL & TISSUE ENGINEERING
- CELL BIOLOGY**
- CHEMISTRY, ANALYTICAL

**2) Select to view Journal data or aggregate Category data.**

**View Journal Data** - sort by: Impact Factor

**View Category Data** - sort by: Category Title

SUBMIT

Choose how journals are displayed

# ISI Website of Knowledge

**Journal Summary List** [Journal Title Changes](#)

Journals from: **subject categories BIOCHEMISTRY & MOLECULAR BIOLOGY; CELL BIOLOGY** [VIEW CATEGORY SUMMARY LIST](#)

Sorted by:

Journals 1 - 20 (of 424) Page 1 of 22

Ranking is based on your journal and sort selections.

Mark	Rank	Abbreviated Journal Title <i>(linked to journal information)</i>	ISSN	JCR Data <sup>i</sup>					Eigenfactor <sup>®</sup> Metrics <sup>i</sup>		
				Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Articles	Cited Half-life	Eigenfactor <sup>®</sup> Score	Article Influence <sup>®</sup> Score
<input type="checkbox"/>	1	<a href="#">NAT REV MOL CELL BIO</a>	1471-0072	34124	28.758	42.584	6.312	384	6.3	0.13374	22.235
<input type="checkbox"/>	2	<a href="#">CELL</a>	0092-8674	191226	33.116	35.020	6.750	432	8.4	0.59950	20.124
<input type="checkbox"/>	3	<a href="#">NAT MED</a>	1078-8056	60002	28.054	26.501	5.817	175	7.8	0.16292	12.300
<input type="checkbox"/>	4	<a href="#">ANNU REV BIOCHEM</a>	0066-4154	20070	26.534	32.970	3.250	28	>10.0	0.04978	17.890
<input type="checkbox"/>	5	<a href="#">CANCER CELL</a>	1535-6108	24929	23.893	27.238	4.981	108	5.5	0.11493	14.431
<input type="checkbox"/>	6	<a href="#">CELL STEM CELL</a>	1934-5909	15492	22.151	25.911	5.956	113	3.7	0.11763	13.683
<input type="checkbox"/>	7	<a href="#">ANNU REV CELL DEV BI</a>	1081-0706	9224	20.241	19.672	0.864	22	8.9	0.02483	10.877
<input type="checkbox"/>	8	<a href="#">NAT CELL BIOL</a>	1465-7392	34482	20.058	21.241	4.295	139	6.4	0.14273	11.687
<input type="checkbox"/>	9	<a href="#">CELL METAB</a>	1550-4131	15636	16.747	17.878	3.052	153	4.5	0.07864	8.209
<input type="checkbox"/>	10	<a href="#">MOL PSYCHIATR</a>	1359-4184	13902	15.147	14.196	3.500	132	5.4	0.03924	4.672

You can review several categories of data for each journal:

- Rank (how this journal ranks against other journals in the same category/categories)
- Total Citations (how many other publications cite this journal)
- Impact Factor (the journal's influence on the field)
- Articles (how many articles they publish per year)(more articles = better chance to publish)

# ISI Website of Knowledge

ISI Web of Knowledge<sup>SM</sup>

Journal Citation Reports<sup>®</sup>

[WELCOME](#) [HELP](#) [RETURN TO LIST](#) [PREVIOUS JOURNAL](#) [NEXT JOURNAL](#)

2013 JCR Science Edition

**Journal: CELL**

Mark	Journal Title	ISSN	Total Cites	Impact Factor	5-Year Impact Factor	Immediacy Index	Citable Items	Cited Half-life	Citing Half-life
<input type="checkbox"/>	<a href="#">CELL</a>	0092-8674	191226	<a href="#">33.116</a>	<a href="#">35.020</a>	<a href="#">6.750</a>	432	<a href="#">8.4</a>	<a href="#">5.1</a>

[Cited Journal](#) [Citing Journal](#) [Source Data](#) [Journal Self Cites](#)

[CITED JOURNAL DATA](#) [CITING JOURNAL DATA](#) [IMPACT FACTOR TREND](#) [RELATED JOURNALS](#)

## Journal Information

**Full Journal Title:** CELL  
**ISO Abbrev. Title:** Cell  
**JCR Abbrev. Title:** CELL  
**ISSN:** 0092-8674  
**Issues/Year:** 26  
**Language:** ENGLISH  
**Journal Country/Territory:** UNITED STATES  
**Publisher:** CELL PRESS  
**Publisher Address:** 600 TECHNOLOGY SQUARE, 5TH FLOOR, CAMBRIDGE, MA 02139  
**Subject Categories:** BIOCHEMISTRY & MOLECULAR BIOLOGY

**Eigenfactor<sup>®</sup> Metrics**  
**Eigenfactor<sup>®</sup> Score**  
0.59950  
**Article Influence<sup>®</sup> Score**  
20.124

[SCOPE NOTE](#) [VIEW JOURNAL SUMMARY LIST](#) [VIEW CATEGORY DATA](#)  
[CELL BIOLOGY](#) [SCOPE NOTE](#) [VIEW JOURNAL SUMMARY LIST](#) [VIEW CATEGORY DATA](#)

**Journal Rank in Categories:** [JOURNAL RANKING](#)

## Journal Impact Factor

Scroll down for more information about the journal



# ISI Website of Knowledge

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[WELCOME](#) [HELP](#) [RETURN TO LIST](#) [PREVIOUS JOURNAL](#) [NEXT JOURNAL](#)

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[Cited Journal](#) [Citing Journal](#) [Source Data](#) [Journal Self Cites](#)

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CELL BIOLOGY

[SCOPE NOTE](#) [VIEW JOURNAL SUMMARY LIST](#)

**Journal Rank in Categories:** [JOURNAL RANKING](#)

**Eigenfactor<sup>®</sup> Metrics**  
**Eigenfactor<sup>®</sup> Score**  
0.59950  
**Article Influence<sup>®</sup> Score**

This option allows you to see how the journal's Impact Factor has changed over recent years

## Journal Impact Factor

# ISI Website of Knowledge

ISI Web of Knowledge<sup>SM</sup>

Journal Citation Reports<sup>®</sup>

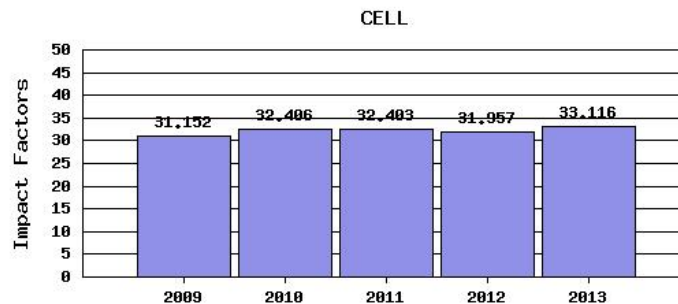


RETURN TO JOURNAL

2013 JCR Science Edit

## Impact Factor Trend Graph: CELL

Click on the "Return to Journal" button to view the full journal information.



\*Impact Factor -- see below

The journal impact factor

importance, especially when you compare it to others in the same field. For more bibliometric data and information on this and other journal titles click on the "Return to Journal" button.

NOTE: Title changes and coverage changes may result in no impact factor for one or more years in the above graph.

The Impact Factor of this Journal from 2007 to 2011

### 2013 Impact Factor

Cites in 2013 to articles published in: 2012 = 12312    Number of articles published in: 2012 = 415

2011 = 12624    2011 = 338

Sum: 24936    Sum: 753

Calculation:  $\frac{\text{Cites to recent articles}}{\text{Number of recent articles}} = 33.116$

24936 = 33.116  
Number of recent articles 753

# The European Reference Index for the Humanities and Social Sciences (ERIH PLUS)

<http://erihplus.nsd.no/>

The screenshot shows the ERIH PLUS website. At the top, there is a teal header with the NSD logo and the text "ERIH PLUS EUROPEAN REFERENCE INDEX FOR THE HUMANITIES AND SOCIAL SCIENCES". Below the header is a navigation menu with links for "NSD", "Data Services", "Software", "eLearning", and "International". On the left side, there is a sidebar with a "NSD DBH" section containing links for "ERIH PLUS", "About", "Criteria for inclusion", "Approval procedures", "Contact", "Search", and "Help". Below this is a "Registered user" section with links for "Register new user", "Login", and "Submit new journal". At the bottom left, contact information for ERIH PLUS is provided: "c/o NSD, Harald Hårfagres gate 29, N-5007 Bergen, Norway, Tel +47-55 58 21 17, erihplus@nsd.uib.no". The main content area features the "ERIH PLUS" title, a navigation menu with "About", "Search", "Log in", and "Help", and a paragraph explaining the transfer of the index to NSD. Below this is a "Search" section with a text input field for "Title or ISSN:", a "Show disciplines" link, and a "Search" button. At the bottom, there is a section titled "Bergen and Strasbourg, 9th July 2014" with a paragraph announcing the completion of the transfer and the availability of ERIH PLUS at the NSD website, followed by the URL "http://erihplus.nsd.no/". A final paragraph explains the goal of the new reference index and the inclusion of social science disciplines.

**NSD DBH**

**ERIH PLUS**

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Criteria for inclusion  
Approval procedures  
Contact  
Search  
Help

**Registered user**

Register new user  
Login  
Submit new journal

ERIH PLUS  
c/o NSD  
Harald Hårfagres gate 29  
N-5007 Bergen, Norway  
Tel +47-55 58 21 17  
erihplus@nsd.uib.no

**ERIH PLUS**

[About](#) [Search](#) [Log in](#) [Help](#)

The European Science Foundation (ESF) signed in January 2014 a memorandum of understanding with the Norwegian Social Science Data Services (NSD) to transfer the maintenance and operations of the European Reference Index for the Humanities (ERIH) to NSD. The ERIH database operated by NSD is called ERIH PLUS.

**Search**

Title or ISSN:

[Show disciplines](#)

**Bergen and Strasbourg, 9th July 2014**

The European Science Foundation (ESF) and the Norwegian Social Science Data Services (NSD) are pleased to announce that the transfer of the European Reference Index for the Humanities (ERIH) to NSD has been completed and ERIH PLUS is now accessible at the NSD website:

<http://erihplus.nsd.no/>

Following the memorandum of understanding signed in January 2014, NSD will now operate the new reference index for scientific journals in the humanities and social sciences. Our goal is to enhance the global visibility of high-quality research in the humanities and social sciences across Europe, and to facilitate access to research journals published in all European languages. The ERIH PLUS index encompasses the original ERIH lists, which initially only covered the humanities disciplines. The new reference index is called ERIH PLUS, in order to indicate that the list has been extended to also include social science disciplines.



# The European Reference Index for the Humanities and Social Sciences (ERIH PLUS)

<http://erihplus.nsd.no/>

**NSD DBH**

**ERIH PLUS**

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**Search**

Title or ISSN:

Show disciplines

Search

**Search for a specific journal or click on “Show disciplines”**

...e that the  
accessible at

<http://erihplus.nsd.no/>

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# The European Reference Index for the Humanities and Social Sciences

**NSD DBH**

**ERIH PLUS**

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**Search**

Title or ISSN:

Hide disciplines

Discipline:

- Select discipline
- Anthropology**
- Archaeology
- Art and Art History
- Classical Studies
- Gender Studies
- History
- History & Philosophy of Science
- Cultural Studies
- Library and Information Science
- Media Studies and Communication
- Film and Theatre Studies
- Business and Management
- Economics
- Law
- Political Sciences and International Relations
- Science and Technology Studies
- Sociology
- Social Statistics and Informatics
- Environmental Studies

**Search hits**

The search did no

Copyright © 2015 Norw

Select the Discipline you want to explore. For this example, we'll choose "Anthropology"

# The European Reference Index for the Humanities and Social Sciences

**NSD DBH**

**ERIH PLUS**

About  
Criteria for inclusion  
Approval procedures  
Contact  
Search  
Help

**Registered user**

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**Search**

Title or ISSN:

Hide disciplines  
Discipline:

**Search hits**

The search returned 260 hits.

**1. Anthropologica** ← Click on the title and you will be taken to the journal's website  
*Print ISSN: 0003-5459*  
*Country of publication: Canada*  
*Discipline: Anthropology*

**2. Kulturella perspektiv - Svensk etnol**  
*Print ISSN: 1102-7908*  
*Country of publication: Sweden*  
*Discipline: Anthropology*

# The European Reference Index for the Humanities and Social Sciences

Home

About ▾

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CANADIAN ANTHROPOLOGY SOCIETY  
LA SOCIÉTÉ CANADIENNE D'ANTHROPOLOGIE



Home

Current Issue

ANTHROPOLOGICA

Guest Editor / Rédacteur invité : Roger Ivar Lohmann

Vol. 56 N° 2, 2014

The Journal's webpage will give you important information:

- The audience and focus of the journal
- The editorial board (you might recognize someone!)
- Sample publications
- Style Policies
- Submission Guidelines

# Go to journal websites

- About this journal
- Instructions for authors
- Types of articles
- What to put in cover letter
- Examples:
  - <http://www.apa.org/pubs/journals/edu/index.aspx>
  - <http://www.journals.elsevier.com/cognitive-psychology/>

# Correspond with Editors

- Number of submissions
- Turnaround time
- Backlog
- Interest
- Feedback

# Revision for Journal

- Find “model paper” - same methodology!
- 3 critical areas for revision
  - Length
  - Argument
  - Structure

# Argument

- Single, simple argument
- Types of argument
- Argument-driven v. data-driven



# Structure

- Introduction: broad topic, specific significance, outline argument and findings

# Strong Reciprocity and Human Sociality

HERBERT GINTIS\*

*Department of Economics, University of Massachusetts, Amherst, U.S.A.*

*(Received on 15 June 1999, Accepted in revised form on 22 May 2000)*

Human groups maintain a high level of sociality despite a low level of relatedness among group members. This paper reviews the evidence for an empirically identifiable form of prosocial behavior in humans, which we call "strong reciprocity", that may in part explain human sociality. A strong reciprocator is predisposed to cooperate with others and punish non-cooperators, even when this behavior cannot be justified in terms of extended kinship or reciprocal altruism. We present a simple model, stylized but plausible, of the evolutionary emergence of strong reciprocity.

© 2000 Academic Press

## 1. Introduction

Human groups maintain a high level of sociality despite a low level of relatedness among group members. Three approaches have been offered to explain this phenomenon: reciprocal altruism (Trivers, 1971; Axelrod & Hamilton, 1981), cultural group selection (Cavalli-Sforza *et al.*, 1981; Boyd & Richerson, 1985) and genetically based altruism (Lumsden & Wilson, 1981; Simon, 1993; Wilson & Dugatkin, 1997; Sober & Wilson, 1998). These approaches are complementary and doubtless all contribute to the explanation of human sociality. The analysis of altruism, however, has tended to argue the plausibility of altruism in general, rather than isolating particular human traits that might have emerged from a group selection process.

This paper reviews the evidence for one such trait—an empirically identifiable form of prosocial behavior in humans that probably has a significant genetic component. We call this "strong reciprocity". A strong reciprocator is

predisposed to cooperate with others and punish non-cooperators, even when this behavior cannot be justified in terms of self-interest, extended kinship, or reciprocal altruism. We present a simple yet plausible model of the evolutionary emergence of strong reciprocity.

## 2. The Conditions for Sustaining Cooperation

A group of  $n$  individuals faces in each time period a "public goods game" in which each member, by sacrificing an amount  $c > 0$ , contributes an amount  $b > c$  shared equally by the other members of the group (all costs and benefits are in fitness units).\*

\* For a review of the evidence concerning cooperation in non-humans and humans, see Dugatkin (1997) and Dugatkin (1998), respectively. Following Axelrod & Hamilton (1981), most models deal with repeated two-person interactions, although Boyd & Richerson (1988, 1992) and a few others deal with larger groups. Sethi & Somanathan (1996) is close to this paper in modeling endogenous punishment in a public goods game, but their model predicts the absence of

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# Strong Reciprocity and Human Sociality

:88

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## 2. The Conditions for Sustaining Cooperation

A group of  $n$  individuals faces in each time period a "public goods game" in which each member, by sacrificing an amount  $c > 0$ , contributes an amount  $b > c$  shared equally by the other members of the group (all costs and benefits are in fitness units).\*

\* For a review of the evidence concerning cooperation in non-humans and humans, see Dugatkin (1997) and Dugatkin (1998), respectively. Following Axelrod & Hamilton (1981), most models deal with repeated two-person interactions, although Boyd & Richerson (1988, 1992) and a few others deal with larger groups. Sethi & Somanathan (1996)

# Structure

- Introduction: broad topic, specific significance, outline argument and findings
- Headers and subheaders
- Pointer phrases
- Summary
- Aim for “skimmability”

# Style

- Use simple, direct language
- Be concise
- Explain and demonstrate/illustrate
- Avoid redundant or implied language and jargon
- Active v. passive voice

# Abstract

- Why this project?
- Topic of article
- Methodology
- Findings
- Conclusions
- Implications/recommendations

# Steps of the Process & Who is Involved

- You submit an article (need cover letter)

# Article Submission: Ethics

Can't claim credit for same work twice:

- Don't submit to more than one journal at once
- Don't republish data
- Don't republish text (with some exceptions)



# Example cover letter with initial submission

Dear EDITOR,

This letter accompanies a manuscript (Applying the Cognitive Theory of Multimedia Learning: An Analysis of Instructional Medical Animations) to be considered for publication as an original research article in *Medical Education*. The research reported in this manuscript has not received any external funding, nor are there any potential conflicts of interest.

An earlier version of this study was presented at the 2012 annual meeting of the American Educational Research Association. I am including a copy of that submission for your reference. The current paper has not been published elsewhere and is not under consideration at any other journal.

This manuscript has been read and approved by all authors. All authors have met the requirements for authorship, and we have received permission to publish all figures.

We believe these findings will appeal to the readership of *Medical Education* and will help advance scholarship in multimedia learning in the medical domain. Thank you for your consideration, and we look forward to your decision.

Sincerely,

# Steps of the Process & Who is Involved

- You submit an article (need cover letter)
  - article goes to editor-in-chief, then to associate editor
- You wait for a response from the editor
  - associate editor sends your paper to 3 reviewers
  - reviewers submit their reviews
  - editor looks at reviews and your article, makes a decision

# Steps of the Process & Who is Involved

- You get an email from the associate editor with a decision

# Types of Decisions

- Acceptance:
  - Pure Accept (extremely rare)
  - Revise minor problem and resubmit
  - Revise major problem and resubmit
- Rejection:
  - Rejected but will entertain a resubmit
  - Rejected and dismissed
  - Rejected by editor

# Why do Editors Reject?

- Too narrow/broad, off topic

Journal-specific

- Not scholarly (e.g., poor documentation, tone of course paper, not argumentative)

Author-specific

- Not original, not significant
- Theoretically or methodologically flawed

Reviewer, journal, or author-specific

# Why do Editors Reject?

“Dear author/s,

Thank you for your recent submission to *JOURNAL 1*...

As you will see, the reviewers see **considerable merit** in the issues that you are addressing...

At the same time, the reviewers have raised some **questions about the overall strength of the findings** and whether this investigation provides evidence that is compelling enough **to support the conclusions advanced** in the paper. I’m afraid that I share these concerns as well...

In conclusion, I’m afraid that the **evidence reported in the paper is not as definitive as I would like for publication in *JOURNAL 1***, despite the importance of the issues that you are addressing. I, therefore, have decided **to decline** the opportunity to consider the paper any further for publication in *JOURNAL 1*.”

# Embrace Rejections

- One of the most effective ways to improve your scholarly work is to have other scholars tell you what is wrong with your writing. Reviewers will be blunt and direct in ways that friends and colleagues might not be.
- Rejections are **not** personal attacks. Most journals engage in a process of blind peer-review. They (usually) have no idea whose paper they are reading. They are judging the paper for its scholarly contribution, ensuring the integrity of the journal they represent.

# Embrace Rejections

- Revising articles in response to reviewer suggestions develops your skills as a writer in a scholarly community. For example, criticism offers...
  - 1) an opportunity to be more aware of how other scholars read and understand your material
  - 2) an opportunity to learn how to anticipate and respond to potential criticism in future articles (thus, less time spent revising future work)



# Is the journal willing to consider a revised version?

- Example 1: “...Nevertheless, I am sure these issues should be easy to address in a revision, and thus I am happy to **accept the paper for publication pending major revisions.**”
- Example 2: “ACTION: I am **rejecting this version of the manuscript**, but **strongly encouraging a revision** if you are able to address the concerns above. Should you revise the manuscript, **I will read the revision to make a decision and only send it out to reviewers** if I feel unsure whether these concerns have been adequately addressed. I do not want to have a lengthy process with multiple re-revisions, so I will try to decide on the next version whether the paper should be accepted or not.”

Don't stop reading! 😊

# Steps of the Process & Who is Involved

- You get an email from the associate editor with a decision
- Depending on the response...
- Respond to reviews by:
  1. altering manuscript
  2. documenting changes
  3. writing another cover letter & resubmitting

# How to Respond to “Revise & Resubmit”

- 1) Often, editors will divide their concerns into “major” and “minor” issues
- 2) Take note of this, and also note similarities among reviewers
- 3) Respond to **EVERYTHING**
- 4) Make changes (include page numbers or paste new text into the response letter)
- 5) Get feedback from co-authors, revise again
- 6) Write cover letter to editor

# How to Respond in your Cover Letter

*EDITOR:* “...Second, and **that was a more important concern for me.** Why CTML as a theory and are there any competing theories? To be quite honest, I don’t know...I think that an addition of these arguments to your paper would seriously strengthen your paper. So, please provide a more explicit rationale as to why you decided to use CTML as a theoretical framework for your analyses.”

*RESPONSE:* “Although there are many general theories of learning, there is no theory as comprehensive as CTML for learning from multimedia materials. **We have attempted to convey this fact (first paragraph, page 4), as well as any major caveats associated with CTML (pages 5, 6), in the revised manuscript in an effort to present a more critical perspective.**”

# How to Respond in your Cover Letter

Sample cover letter text:

“Both Reviewer 1 and 2 **suggested that we add additional analyses** that compared the last habituation trial to the test trials. Reviewer 1, for example, suggested that this may help to clarify the null results of Experiment 2. **The analysis has been included** for both Experiment 1 and Experiment 2. **In our view, it solidifies the idea that** infants in the non-sticky mittens condition (and those in Experiment 2) responded qualitatively differently to the events than infants in the sticky-mittens condition of Experiment 1 because...

“**We would also like to thank the reviewer for directing us to the excellent paper** by Schlottman, Ray, and Surian (2009). **We have now included a brief discussion** of the ‘basic’ causality representation to which they refer. Consequently, the text reads...”

# When you don't want to do what the reviewer wants...

*REVIEWER:* "...That's a long way of saying, I'd love to see the results replicated with a longer delay between learning and testing."

Meaning: add an experiment

*RESPONSE:* "We thank the reviewer for this suggestion and agree that while a longer delay to testing would be very informative, **this is likely a good avenue for a future line of experiments** that parametrically vary retention interval and presentation durations. We have added a paragraph in the general discussion on pages 28-29 remarking on the benefits of disfluency observed at a delayed test in Deimand-Yauman et al. (2010) to express the value of such a line of research, and also note the need to include varying delays in order to study these potential effects in greater detail."

# Who is in charge?

*REVIEWER:* “...I **suggest major revision to the manuscript to include additional experiments** that can provide substantive evidence to advance theory”

*EDITOR:* “Reviewer 3 suggests additional studies to pinpoint young infants' failure. While **I will not require more experiments** at this point in the review cycle, it will be helpful to **suggest specific future pathways** to understand the nature of development.”

*RESPONSE:* “The revised manuscript contains discussion of several potential follow-up experiments that could contribute to understanding statistical learning ability in infancy. First, the manuscript describes an additional experimental design that could be used to clarify... Second, **we have detailed specific future pathways** to examine how...”

# The Cover Letter

Dear AUTHOR,

I'm appending four reviews of your JAS submission. All four reviewers see merit in the manuscript, but **reviewers 3 and 4 especially offer significant criticisms that seem reasonable to me**. In this circumstance, I cannot accept the present manuscript for publication, but I would be prepared to consider a version that was **heavily revised to meet the reviewers' criticisms and suggestions**.

If you are happy to revise your manuscript...

Dear EDITOR,

Thank you for your letter of April 29, 2009 and for the opportunity to resubmit my article, "Modeling Wood Acquisition Strategies from Archaeological Charcoal Remains," for potential publication in the *Journal of Archaeological Science*. I found the extensive and well-reasoned comments of the four reviewers to be most helpful in improving the manuscript. In the attached manuscript, I have **significantly revised the theoretical structure of the argument in line with the reviewers' comments** and addressed several minor suggestions and corrections outlined in the reviews. In this letter, I detail the changes made to the manuscript based on the four reviews and your editorial comments.

The **major criticism of Reviewers 3 and 4 dealt with...**

Article title re-stated; if you've been given a manuscript ID number, include that too.

Comment about how helpful the reviews were

Statement that article is now significantly revised, indicate that letter details changes



# Steps of the Process & Who is Involved

- After resubmitting, you wait while *either*:
  - the associate editor sends your paper out for another round of review (typically to the same 3 reviewers)
  - OR editor makes a decision him/herself

# Once it's accepted...you're not done!

“Dear author/s,

It is a pleasure to **accept** your manuscript...in its current form for publication in *JOURNAL*...

Please read the instructions below carefully:

## FINAL MANUSCRIPT

- 1) Ideal format for the final files...
- 2) Please provide a cover page with the author details and acknowledgments...

## COPYRIGHT FORM

Please sign the attached Copyright Transfer Agreement and send it directly to the publishers at the address below...

## PUBLICATION PROCESS

Unfortunately at this stage we cannot tell you which issue your work will appear in as the contents of each issue are decided nearer the time...At present the **generation of proofs** is not immediate, so you may have to wait to receive them...”

# After Acceptance

- Schedule additional articles
- Aim for diverse journal outlets
- May be a reviewer for journal

# Establish yourself as a researcher!

- Upload papers to academia.edu or personal website (if copyright permits)
- Create Google scholar account to track your publications & individual impact factor (h-index)
- Create a ResearcherID (particularly if you have a common name or have changed your name)