



# عشرة+ أسئلة تمشكل الباحثين

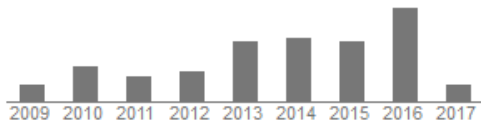
أ.د. هند بنت سليمان الخليفة

قسم تقنية المعلومات – مجموعة إيوان البحثية

من أنا؟

إبراهيم

Citation indices	All	Since 2012
Citations	1189	849
h-index	18	15
i10-index	40	30





## مرحلة الكتابة





# مرحلة الكتابة

- خلال كتابة الورقة البحثية ما هي الأجزاء التي أبدأ بها؟

## QUESTION

My research is almost done and I want to start writing the research paper now. However, I don't know where to begin. As a result, I find myself procrastinating every time I plan to start writing. Please help.



# مرحلة الكتابة

• أي أجزاء الورقة تبدأ بها؟ ولماذا؟

- Abstract
- Introduction
- Methods
- Results
- Discussion

# مرحلة الكتابة

- كيف أقوم بتكوين كلمات مفتاحية لبحثي؟

## QUESTION

I have finished writing my paper and plan to submit it next week. However, I'm totally confused about creating keywords.

Which keywords will be most effective for my paper? Are there any fixed rules to be followed for creating these? Also, how many keywords are required for an original research article?

# الكلمات المفتاحية

## TIP 1

Think from the point of view of the reader. What keywords would the reader search for that would help retrieve your article?

## TIP 2

Keywords should ideally be phrases of 2-4 words; single word keywords are acceptable, but they may lead to many false matches.

## TIP 3

Keywords should contain words and phrases that suggest what the topic is about. Also include words and phrases that are closely related to your topic. (For example, if the paper is about heart diseases, use words like stroke, circulatory system, blood, etc.)

## TIP 4

Also use variants terms or phrases that readers are likely to use. (For example, if the paper is about spine disorders, use words like spinal cord, vertebral column, backbone, etc.)

## TIP 5

The full forms of shortened words or acronyms and abbreviations should be included as well.



# مرحلة الكتابة

- ما هي أزمنة الأفعال التي يجب أن استخدامها في أقسام الورقة؟

## QUESTION

I am very confused about whether to use the present, past, or future tense in the Introduction, Materials and Methods, and Results and Discussion sections.

# مرحلة الكتابة

## 1 Abstract

### Past

To talk about actual results.

### Present

To talk about general facts, the paper itself or analysis of findings.

## 2 Introduction

### Present

To talk about general background information.

### Present Perfect

To talk about previous research.

## 3 Methods

### Past

To talk about what you did.

TIP: passive voice is common.

### Present

To explain diagrams/figures.  
Ex: Table 1 shows...

## PAST

To talk about events that have been completed.

Ex1: We **found** that...

Ex2: Protocol X **was followed**. [Passive voice]

## PRESENT PERFECT

To talk about events that started in past but are still ongoing or recently completed.

Ex: Many experiments **have focused** on...

## PRESENT

To talk about events that are general fact, discuss current meanings, and suggest future applications.

Ex1: Insulin and glucagon **regulate** blood glucose levels.

Ex2: Increased hormone production **indicates**...

## 4 Results

### Past

To talk about actual results.

### Present

To explain diagrams/figures.  
Ex: Table 1 shows...

## 5 Discussion

### Present

To interpret and talk about significance of findings.

### Past

To briefly summarize findings.

## 6 Conclusion

### Past

To refer to your completed research.

### Present

To talk about implications and suggest future research.



## مرحلة الكتابة

- هل من المقبول استخدام (active voice) في الكتابة البحثية؟

### QUESTION

Is it true that the active voice should be avoided in research writing because it is informal and the passive voice is more formal and therefore the passive voice should be used?

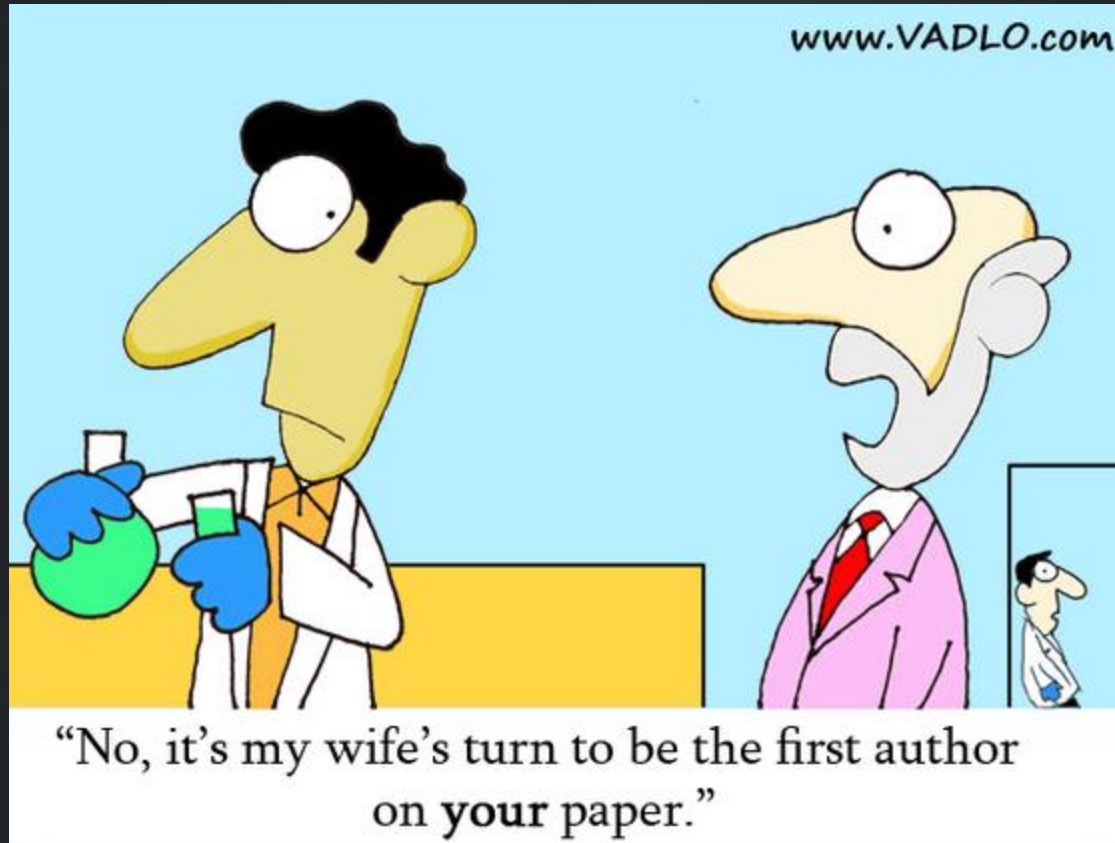
## مرحلة الكتابة

Compare “In this study, we investigated the effect of drug X on the serum levels of phosphorus under various conditions” with “In this study, the effect of drug X on the serum levels of phosphorus was investigated under various conditions.”

- Multidisciplinary SCI-indexed journals like Nature and specialist journals like the American Journal of Botany, in their instructions for authors, state that the active voice is preferred.

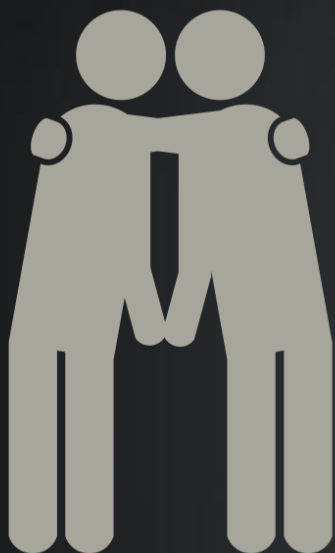
## مرحلة الكتابة

- من المؤهل بوضع اسمه في الورقة البحثية؟





## أنواع المؤلفين



Mutual support authorship



Ghost authors



Gift authors

## قواعد إضافة المؤلفين

- حسب الممارسات المتبعة بالمجال مثل International Committee of Medical Journal Editors ([ICMJE](#))
- بالاتفاق المسبق
- أخرى؟

## مرحلة اختيار المجلة



# اختيار المجلة

- هل نحدد المجلة المستهدفة قبل إجراء البحث؟

## QUESTION

Should we decide the target journal before we conduct research? I plan to start a new research, but I'm finding it difficult to decide a target journal now as I am not sure if the research will be good enough to publish in a high impact factor journal.

# معايير اختيار المجلة

Here are a few questions you should ask yourself when selecting a journal for your manuscript.

## JOURNAL AIMS & SCOPE



**Does the SUBJECT OF YOUR ARTICLE match the journal's specific focus?**

*What kind of research does the journal focus on? Is it similar to yours?*



**Does the journal accept the ARTICLE TYPE you plan to submit?**

*For example, if you have prepared a case report, does the journal you are targeting publish case studies?*



**What is the READERSHIP and target audience of the journal?**

*Is it a multidisciplinary or specialty journal? How popular is it among your peers?  
Does it prefer papers from specific regions?*



# معايير اختيار المجلة

## PRESTIGE & VISIBILITY



### Is the journal considered **PRESTIGIOUS** in your field?

*What do your senior colleagues and peers think of the journal? Is it well known and read in your field?*



### Is the journal's **IMPACT FACTOR** in line with your requirements?

*How important is the impact factor for you or your work? How does your target journal's impact factor compare with other journals in the same field?*



### Is the journal included in relevant **ELECTRONIC DATABASES**?

*Is the journal listed in bibliographic and subject-specific databases? Are these widely used in your field?*



### Does the journal publish an **ONLINE EDITION**?

*What is the extent of visibility you are looking for? Journals with online versions can help you reach out to a wider audience as compared to print-only journals.*

# معايير اختيار المجلة

## REVIEW & PUBLICATION PROCESS



### What is the **PUBLICATION FREQUENCY** of the journal?

*How soon do you want your paper published? A monthly journal may review your paper faster, but this should not be the **ONLY** factor for choosing the journal.*



### What is the **TURNAROUND TIME** for decisions and publication?

*What is the peer review period? Will there be a very long wait from submission to publication?*



### Is there a **PUBLICATION DELAY** after acceptance?

*If yes, will it affect your other research/career plans? Note that some journals make accepted articles available online before publication.*



### What are the **PUBLICATION CHARGES**?

*Do the costs include charges for article processing, reprints, or color figures? Will your funder bear these costs?*



### Does the journal have an **OPEN ACCESS POLICY**?

*Will publishing open access benefit you? How long after publication will your paper become open access?*

# اختيار المجلة

- هل من المناسب نشر جميع أوراقي في نفس المجلة؟

## QUESTION

I am an associate professor in Neurology at Zhejiang University. So far, I have published 90% of my papers in the high-impact-factor journal *Stroke*. But my Department Chair has requested me to start considering other journals.

I would like your opinion on whether it is better to submit articles to only one journal or if I should consider many different journals.

النشر







# إرسال الورقة

- هل من المناسب إرسال الورقة لأكثر من مجلة؟

## QUESTION

Can I submit the same paper to several journals?  
I want to publish in one journal only, but if I submit it to two or three simultaneously, then if I get a rejection from one, I won't waste time waiting for the decision before submitting to the second.



# الاقتباس الشخصي

- هل هناك مشكلة في الاقتباس الشخصي (self-plagiarism)؟

I recently submitted my manuscript for publication and it was rejected by the journal saying the data is partially redundant since I have published it in the past. I agree that I used some of the data from a previous paper because this is an extension of the same study. I would like to know why it is unacceptable to use some of my own published data in my future publications.

# النشر السريع

- هل هناك مجلات تنشر بسرعة؟

– أرسل استفسار للمحرر ( pre-submission inquiry)

Name	Disciplines covered	Timelines offered
Wiley Open Access	Several journals across biological, chemical and health sciences	Time to first decision and publication may differ across journals. Accepted manuscripts are listed on PubMed.
BioMed Central	All areas of biology and medicine	Typically peer review decisions take less than 2 months. Accepted manuscripts are published online immediately.
Elsevier Rapid Publications	Available for Clinical Therapeutics and Gender Medicine	Time to first decision - Roughly 2.5 weeks. Accepted manuscripts are processed within 2-3 weeks and are published within 2 days of author approval. Authors are required to pay an additional fee.
F1000 Research	All original basic scientific, translational and clinical research within the life sciences and medicine, including negative results and null studies.	Time to publication - 7 days. Articles are published online before peer review starts and are marked as "awaiting peer review." Manuscripts are fully formatted when they are published and can be cited. Articles processing charges apply.
Taylor & Francis	Applies to most Taylor & Francis journals but the options may differ across journals	3 systems for rapid publication: (1) Accepted Manuscript online (AM) feature - The final but uncorrected version is posted online within 5 working days. (2) VoR, or Version of Scholarly Record - The correct typeset version of the accepted manuscript is published. (3) For some journals, selected articles are queued up for the next available issue.
The BMJ	Medical and health sciences	Average time from submission to first decision is 2-3 weeks and from acceptance to publication 8-10 weeks. Fast track publication offers online publication within 4 weeks for manuscripts that are of exceptional clinical importance and urgency. BMJ Open provides authors with an initial decision within 4 weeks of initial submission.
Dove Medical Press	Open access, peer reviewed journals publishing in the fields of technology, science, and medicine	For almost all of the Dove Press journals, the average time for peer review is 2-3 weeks and the editorial decision is made within 2-7 days of the peer review decision. The average wait time for the final decision is under 4 weeks. For 2016 the rejection rate across all Dove journals was 53%.

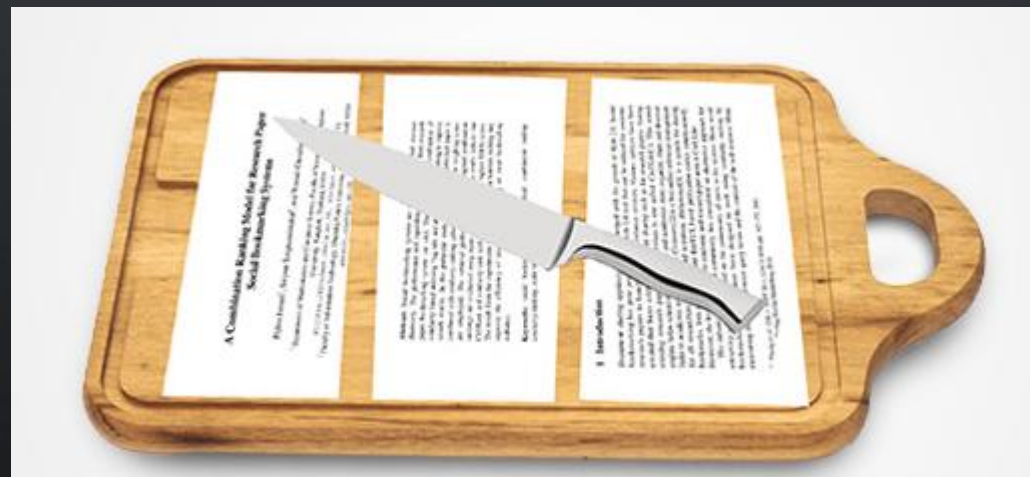
أخرى



# أخرى

- هل يمكن اعتبار ورقتين تستخدم نفس البيانات ولكن بتحليل مختلف نسخة مكررة؟




I have two papers: both have the same basic data, and the results have some similarity. However, the depth of data analysis are totally different: one paper goes 50% deeper at least than the other one. Is it still duplicate publication?





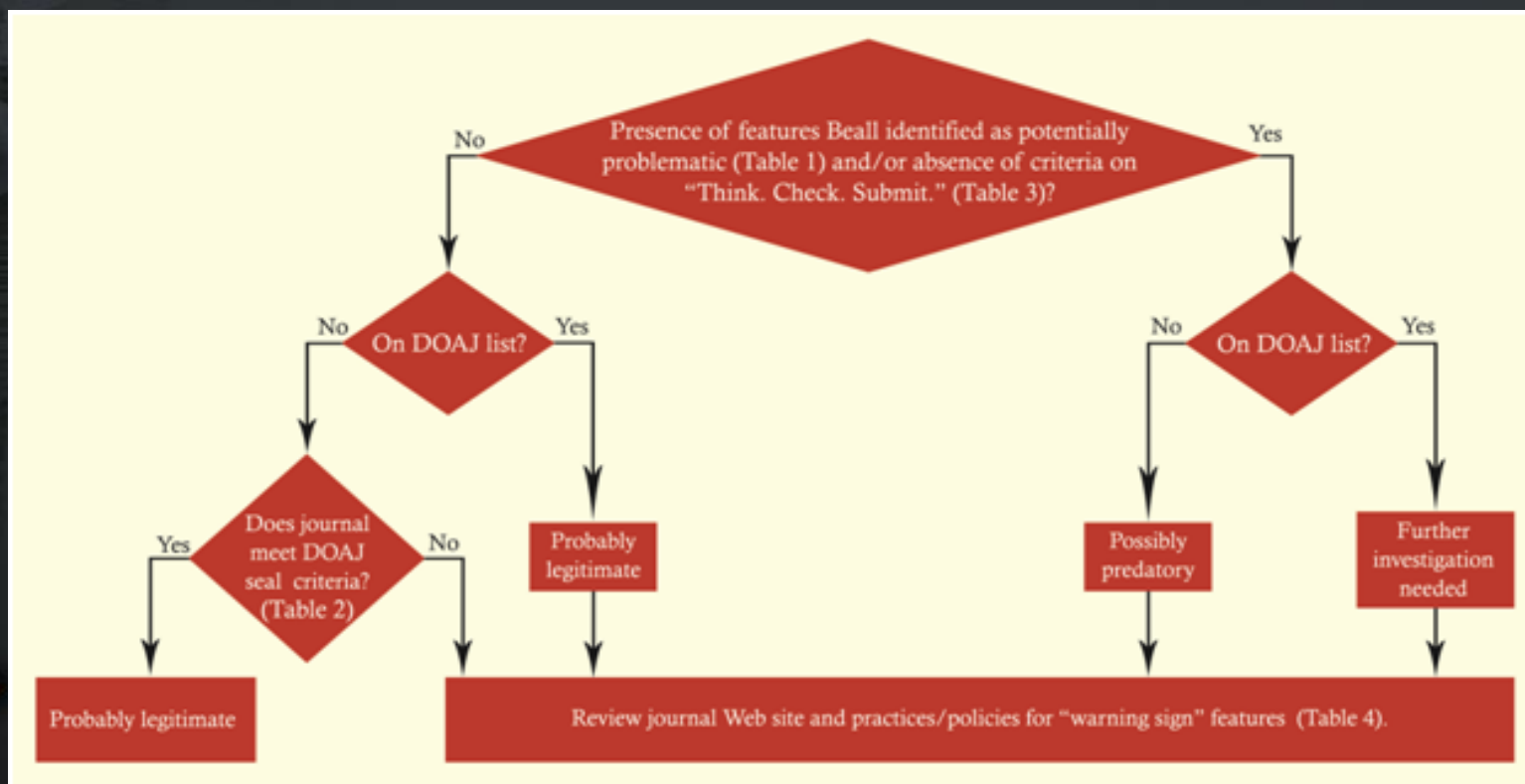
# أخرى

## • كيف أعرف جودة مجلة ما؟

Indicator	Pros	Cons
Impact Factor  <b>Clarivate Analytics</b>	Few false positives Gold standard in sciences Often shown on journal pages – feels 'legit' Most strict standards for journal inclusion	Narrow set of journals, ignores books Lots of false negatives Time window irrelevant in many HASS fields Long time for new journals to be included
SJR (Scimago) 	More inclusive journal list Easy to look up, see trends over time	Not used so much in sciences Not often shown on journal pages
CiteScore 	More inclusive than Impact Factor Powered by Scopus; also gives SJR Book series and journals get Score New journals included more quickly	New – not clear who will use / value it for benchmarks All content included in calculation – journals with limited front matter score higher
Aussie Zombie ranks	Based on peer review not algorithms A*, A, B etc more meaningful than +/- 0.01	Abandoned – no new journals will be ranked Peer review can get it wrong!



# ماذا عن المجلات المشبوهة؟



<http://www.wame.org/identifying-predatory-or-pseudo-journals>

# نصيحة ختامية



## TOP 10 Avoidable Mistakes as an Author

*A list made by journal editors*



### Ignoring the journal's instructions for authors

- Follow all journal instructions regarding word count, page margins, page numbering, spacing, in-text citations, references, abstract, manuscript format, etc.
- Ensure that your queries don't indicate that you have not read/followed the journal's instructions for authors.

1

2

### Presenting inconsistent data

- Ensure that the numbers and units of measurement presented in the text of your paper are consistent with those presented in tables and figures.
- Before submitting your paper to a journal, always check whether the data cited in various sections are an exact match.



### Ignoring a journal's reference citation policy

- Ensure that no references are missing & that none of the listed references are either inaccurate or incorrectly formatted.
- Assign numbers to references at the citation point, number your reference list and retain unique numbers for references, irrespective of their frequency of use.

3

4

### Revealing participant identity

- If your study contains any information that might reveal the identity of the study's participants, ensure that you obtain informed consent from the participants.
- If you cannot track a participant or are unable to get consent, then consult the journal editor about the participant details that need to be omitted.





### Presenting exaggerated conclusions

- Your conclusions should be entirely supported by data. Don't make false or overly grand claims about your study's potential to bring about change.
- Don't be selective while interpreting results; avoid focusing only on positive results while ignoring the negative and neutral ones.

5

6

### Making punctuation and style errors

- Try to avoid making common punctuation mistakes. Learn correct punctuation usage such as when to use em dashes, commas, and brackets.
- Ensure that you have expanded all abbreviations; avoid using different abbreviations for the same term throughout your paper.



### Leaving footnotes unexplained

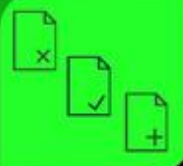
- Don't neglect explaining things that seem obvious to you; they might not necessarily seem as obvious to readers.
- Explain such details in a footnote, indicating, for example, that the data values presented in the tables are rounded off values.

7

8

### Submitting incomplete or incorrectly filled forms

- Ensure that you have correctly and completely filled all the forms as required by the journal such as those regarding authorship, conflicts of interest, etc.
- Ensure that none of the forms are missing; you could avoid unnecessary delays in the publication process by following these guidelines.



### Engaging in duplicate submission

- Don't submit the same manuscript, or even part(s) of it, to 2 or more journals simultaneously. It is regarded as a breach of publication ethics.
- This holds true even if the journals involved differ as local and international or if they have different target audiences.

9

10

### Not understanding the copyeditor's changes

- Avoid questioning changes made by the journal's copyeditor without first understanding the rationale behind these changes.
- Ensure that you read the edited manuscript as well as the copyeditor's cover letter sent along with it, before hastily questioning any changes made.





## References

- [http://www.editage.com/insights/content\\_search](http://www.editage.com/insights/content_search)
- Academia Stack Exchange:  
<http://academia.stackexchange.com/>
- Publishing in Academic Journals:  
<https://www.youtube.com/watch?v=Y16RYtKcgoQ>

## للتواصل

- موقعي الرسمي:
- <http://fac.ksu.edu.sa/hendk>
- مدونتي:
- <http://www.tech2click.net/>
- تويتر:
- [https://twitter.com/hend\\_alkhalifa](https://twitter.com/hend_alkhalifa)