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How do I get my journal indexed in the Scopus database?

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Who you learn with?

Alison Ferrett is a Research Intelligence Customer Success Manager, supporting customers on the responsible use of Elsevier's research intelligence solutions.

Prior to this, Alison spent 14 years at the University of Plymouth, working in the research environment. She worked for the last five years as a Research Information Officer responsible for systems implementation and management.

She was successful in rolling out and promoting systems including SciVal to support the University's research strategy. Alison also worked as a research assistant with a team of researchers working on women's health.










Agenda

1. Scopus—introduction
2. Scopus evaluation process and criteria
3. Re-evaluation
4. Pre-evaluation service
5. Q&A

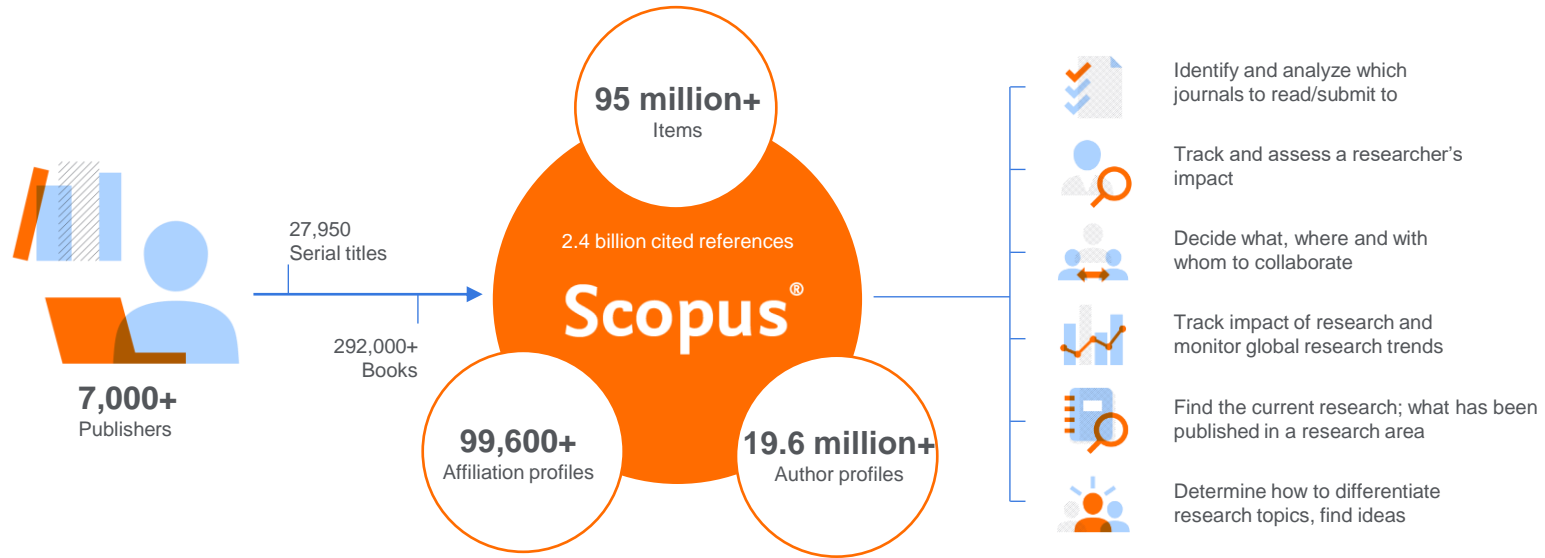
Scopus - introduction



You need quality content and Scopus delivers

 Trusted sources of dissemination	 Quality local journals	 Global View	 Publication & Usage Metrics	 Framework for evaluation
Scopus provides a representative, curated dataset of scholarly sources which is continually updated, and titles monitored and deselected if they are predatory or below standards	Scopus invites journals which comply with selection criteria to apply for indexing and provides material and capacity building to inform journal editors about best practice	Scopus provides wide data coverage required to have an overview of actual global research status and make decisions without bias	Scopus provides arrays of metrics to assess various entities to facilitate responsible use of metrics*	Scopus provides the information and data model as bibliographic source for evaluation required to assess the quality of research output and make those decisions
				

Scopus uniquely combines a comprehensive, curated abstract and citation database with enriched data and linked scholarly content.



Quickly find relevant and trusted research, identify experts, and access reliable data, metrics and analytical tools to support confident decisions around research strategy – all from one database and one subscription.

Scopus Coverage Summary

Global representation means global discovery across all subjects and content types

95.2M+ records from **29.2K+** serials, **158K+** conferences and **336K+** books

from more than **7,000** publishers in **105** countries

- Updated daily—**13,000+** new articles per day indexed
- **23.4M+** open access documents
- “Articles in Press” from **>8,740** titles
- **2.11M+** preprints from multiple preprint servers
- **7,115** active Gold Open Access journals indexed

Number of journals by subject area**	Journals	Conferences	Books
Physical sciences 15,151	28,153* active peer-reviewed journals	158K conference events	74.3K individual book series volumes
Health sciences 14,940	7,115 Gold OA Journals (DOAJ/ROAD)	12.1M+ conference papers	330K+ stand-alone books
Social sciences and humanities 15,446	21.1M fully-indexed funding acknowledgements	12.9% of database items	2.89M total book items
Life sciences 8,094	2.03M preprints	Mainly Engineering and Computer Sciences	Focus on Social Sciences and A&H
	<ul style="list-style-type: none">• Full metadata, abstracts and cited references (refs post-1970 only)• Citations back to 1970		

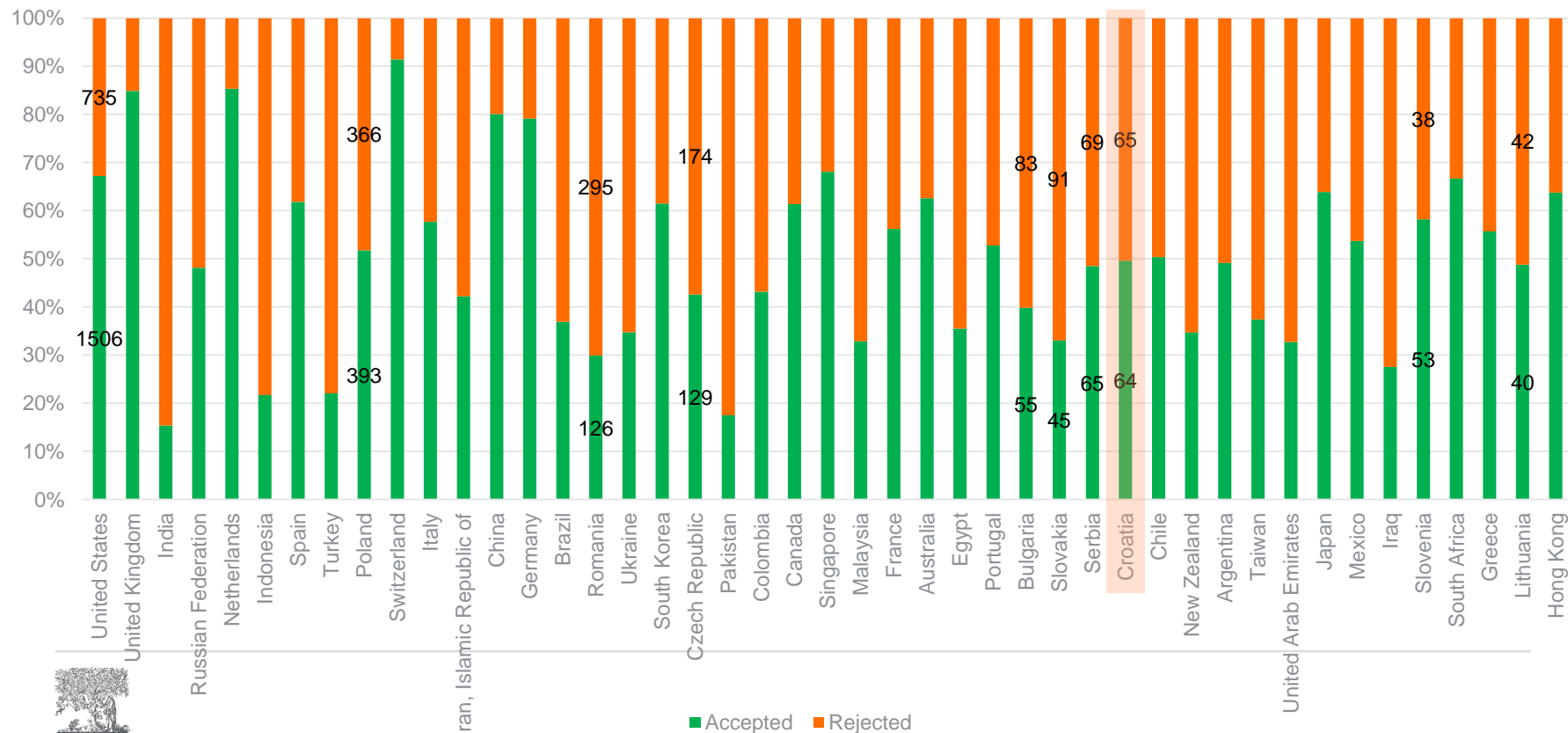
*Journals may be classified in multiple subject areas; this count includes current actively indexed titles only

**These counts include both active and inactive titles; total number of Scopus journals in database including inactive titles is 43,400

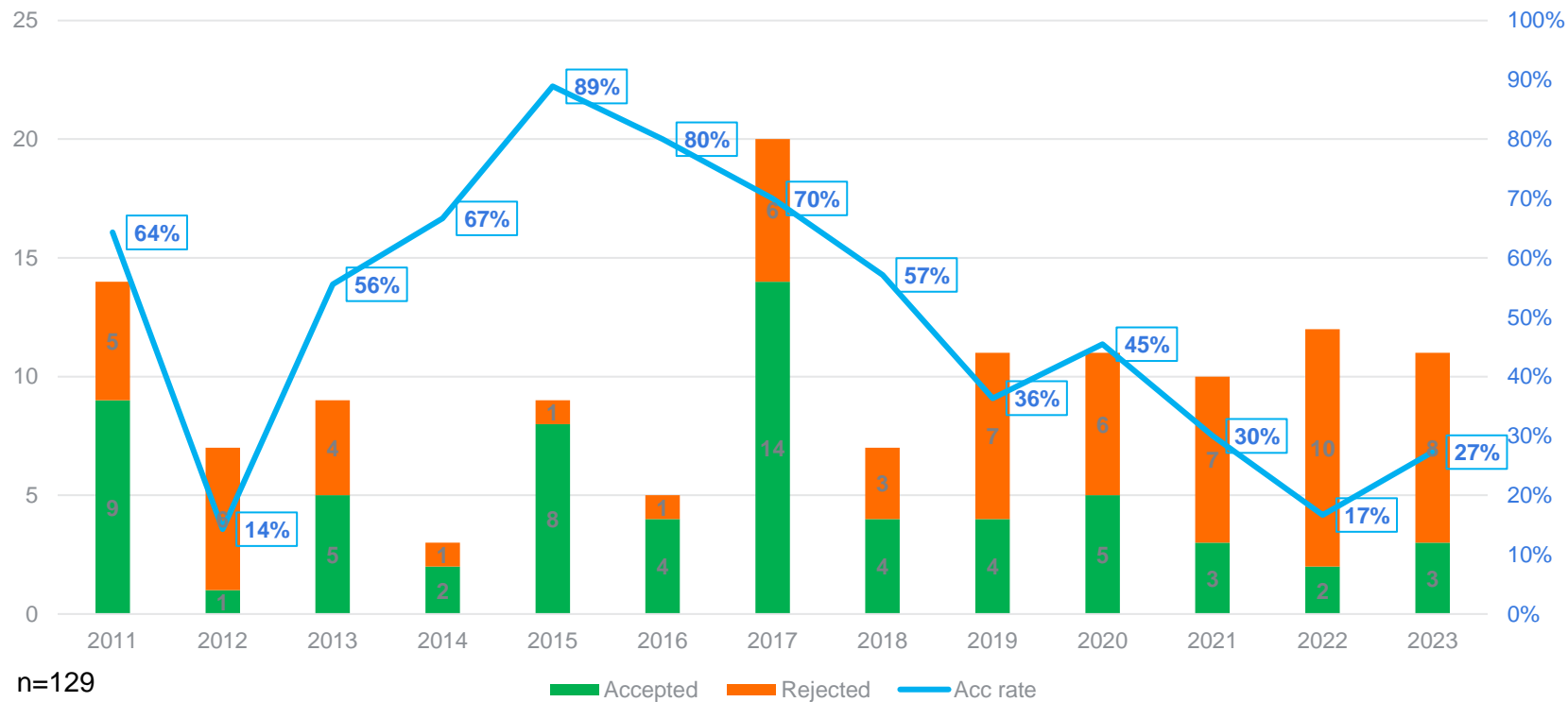
Scopus helps to:

- Increase the visibility of your publication(s)
- Give you access to a global audience of researchers and experts for peer review programs
- Track the performance of your publication(s)
- Monitor competitive publications

Title review results from top 45 countries/regions with most titles reviewed (2011-2023)
 In total, 21,765 titles were reviewed by the CSAB of which 11,568 (53%) accepted.
For Croatia (32nd place), 129 titles were reviewed of which 65 (50%) accepted



Title review results for Croatia (2011-2023)



Scopus evaluation process and criteria



Scopus mandate and authority



Scopus is committed to creating a representative, curated dataset of scholarly content:

- Overall journal selection based on journal-level data and performance
- Monitoring and deselection of titles that are predatory or below standards



Scopus cannot interfere with editorial autonomy of journals:

- Editorial decisions on quality of individual articles and conferences
- (Scientific) content of the articles and abstracts included in the database
- Plagiarism and other publication malpractice of individual articles
- Authorship of the paper



Note: If publication malpractice is occurring knowingly and on a structural basis without policy to address and prevent such cases, Scopus will flag, re-evaluate and potentially discontinue titles

Expert Curated content selection by the independent Content Selection & Advisory Board (CSAB)

Expert curation

There are
104,586*
active
scholarly
titles



Of which
47,519*
are peer-
reviewed



Scopus
indexes
24,600+



- Titles on Scopus are rigorously reviewed and selected by an independent board of subject matter experts to include 52% of the world's peer-reviewed scholarly literature.

** Source: Ulrich's Web Global Serials Directory, February 15, 2019*

- The CSAB is an independent board of subject experts from all over the world
- Comprised of 17 Subject Chairs
- Board members are chosen for their expertise in specific subject areas; many have (journal) Editor experience.
- Year round, the board members are responsible for reviewing all titles that are suggested to Scopus.



SC Board Meeting May 2019 Berlin

Transparent Scopus selection criteria for serial content

1) All titles should meet all technical criteria in order to be considered for Scopus review:

Peer-review

English title,
abstract, keywords

Regular publication

Roman script
references

Publication ethics
statement

2) Eligible titles are reviewed by the CSAB according to 14 selection criteria in 5 categories:

Journal Policy

Quality of Content

Journal Standing

Regularity

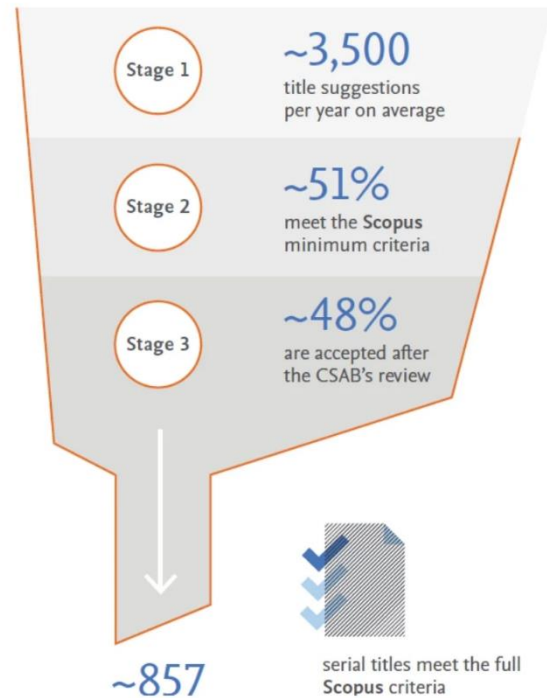
Online Availability

Serials include journals, book series or conference series.

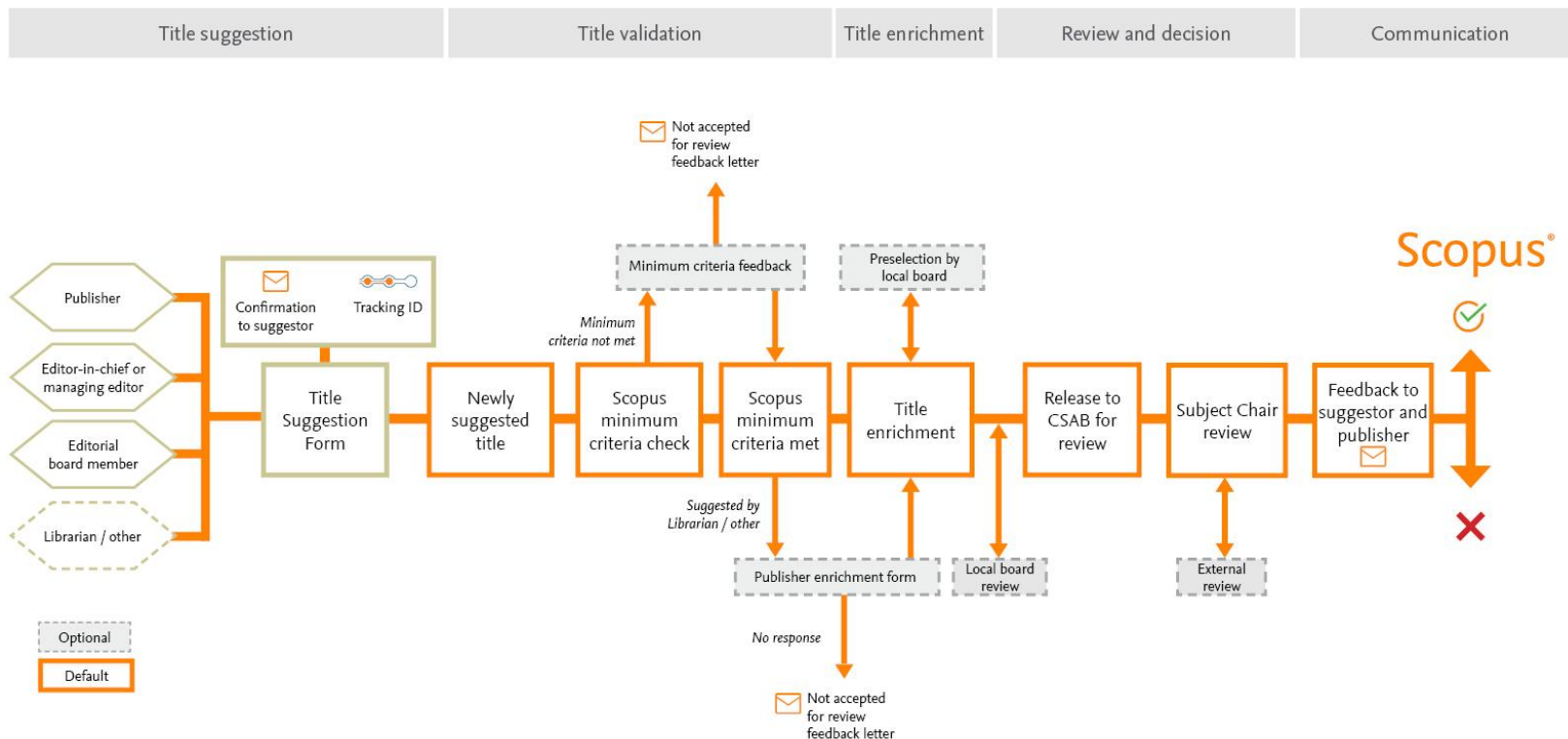
Power of
Scopus

Strict quality & ethics selection criteria

The Scopus title selection criteria – our set of clear and transparent guidelines, in combination with reviews by our independent CSAB – ensure the quality of titles indexed meets consistently high standards.



Journal journey



To be considered for review, all journal titles should meet all of these minimum criteria:

1) All titles should meet all technical criteria in order to be considered for Scopus review:

Peer-review	English title, abstract, keywords	Regular publication	Roman script references	Publication ethics statement
Consist of peer-reviewed content and have a publicly available description of the peer review process. Peer review is defined as obtaining advice on individual manuscripts from reviewers expert in the field who are not part of the journal's editorial staff.	Have content that is relevant for and readable by an international audience, meaning: English language title, abstracts, keywords and authors' affiliations for all articles is a mandatory requirement. As well as authors in Roman script.	Be published on a regular basis and have an International Standard Serial Number (ISSN) as registered with the ISSN International Centre .	Bibliographic references are important part of a publication. For non-Roman script language journals hoping to be indexed in Scopus and aiming at broader global readership and higher impact, it is highly recommended those journals offer translated (or transliterated) references together with the references in original languages.	Have a publicly available publication ethics and publication malpractice statement. Such a statement should clearly indicate the scope of responsibilities and rights of editors, reviewers and authors, as well as describe the consequences which may be drawn if misconduct is detected.

CSAB evaluation

2) Eligible titles are reviewed by the CSAB according to 14 selection criteria:

Journal Policy	Quality of Content	Journal Standing	Regularity	Online Availability
<ul style="list-style-type: none">• Convincing editorial concept/policy• Type of peer-review• Diversity geographic distribution of editors• Diversity geographic distribution of authors	<ul style="list-style-type: none">• Academic contribution to the field• Clarity of abstracts• Quality and conformity with stated aims & scope• Readability of articles	<ul style="list-style-type: none">• Citedness of journal articles in Scopus• Editor standing	<ul style="list-style-type: none">• No delays or interruptions in the publication schedule	<ul style="list-style-type: none">• Content available online• English-language journal home page• Quality of home page



Find out more about CSAB: <https://www.elsevier.com/solutions/scopus/how-scopus-works/content/scopus-content-selection-and-advisory-board>

Before suggesting a serial title:

- Check the current Scopus title lists to be sure it's not already indexed:
[Journals list](#)
- Read the board's statement: [A General Introduction to Scopus and the Work of the Content Selection & Advisory Board](#)
- **Review the selection criteria** and do self-evaluation with
www.readyforscopus.com
- Read the [FAQs for the Content selection process](#)
- Review the CSAB's suggestions on the [Role of an Editor](#)
- Then use the [Scopus Title Suggestion Form](#)



Academic contribution to the field: do you know your subject area and competitors?

- Research area – terminology, key words, research topics
- Subject area and subcategories – All Science Journal Classification (ASJC)
- Duration and frequency of publications – e.g. *Philosophical Transactions* is published since 1665, while journals in Nuclear Medicine are rather “young”
- Business model – Subscribed, Open Access, APC – Yes / No
- Publishing format – part of big publisher portfolio or Standalone journal
- Audience – geography, applied or fundamental focus ...
- Published document types – Review, Article, Case study, Data paper, ...
- Rules for authors – can submit anyone (Open submission) or membership ...
- What is your niche?

Select 5-10 Scopus journals, similar to yours (by research topics, by geographical diversity, level of authors etc), and look at these suggestions

Suggestion form

<https://suggestor.step.scopus.com/suggestTitle/step1.cfm>

Scopus

TITLE SUGGESTION

Start new suggestion

Help F.A.Q.

1. Agreement

2. Before completing the form
3. Contact information
4. Serial title information
5. Document upload
6. Additional information
7. Submit

Step 1 - Agreement

Thank you for your interest in Scopus.

- Please read our minimum criteria below carefully and be sure that the title you are suggesting for Scopus meets all of them.
- If you are not the publisher of this title, we recommend that you contact the publisher of the title and request that they complete the suggestion form.
- You can save a draft of the suggestion for at any time and return to your application later (click on 'Save draft'). Please note that your * application will be saved for 7 days.

To read how Elsevier uses, collects and shares personal data, please read the [Elsevier Privacy Policy](#).

Titles will only be considered for evaluation if they meet the following minimum criteria:

- The title should publish peer reviewed content.
- The title should be published on a regular basis (i.e. have an ISSN confirmed by the ISSN International Centre). To register an ISSN, please [visit this page](#).
- The title should have English language abstracts and article titles.
- The title should have a publication ethics and publication malpractice statement in the English language on its website.

To read how Elsevier uses, collects and shares personal data, please read the [Elsevier Privacy Policy](#).

Agreement

- ☐ I am aware of the general guidelines that Scopus uses to select titles.

After submission

- Upon completion, an automatic confirmation e-mail will be sent to applicant's email address with Tracking ID number to track evaluation process [here](#)
- In general, serial titles will be evaluated within 6 months. If after 6 months no final decision has been made yet – contact titlesuggestion@scopus.com , using title and ISSN in subject field

In case of positive decision:

- Within 1 month after accepting the serial title, the permission holder (usually the publisher) will receive a message with request to sign in Permission Form (technical details of content collection). If no such Permission was received within 1 month – contact bd-scm@elsevier.com
- The first indexed articles should appear in Scopus within 3 months after signing the Permission form (*Hint: Articles can be found in Scopus through a search by using the journal's title name or ISSN*). If articles couldn't be found in Scopus within 3 months after signing the Permission Form – please contact: bd-scm@elsevier.com

The screenshot shows the 'Scopus TITLE EVALUATION TRACKING' page. It features a dark teal header with the Scopus logo and the page title. Below the header, there is a form on the left to enter a tracking number and a 'Submit' button. The main content area on the right provides instructions on how to track the evaluation progress, including a note about the 16-character tracking number found in the confirmation email. It also includes links to the Elsevier Privacy Policy and a footer with copyright information and contact details for technical difficulties.

Scopus TITLE EVALUATION TRACKING

Please enter tracking number:
Tracking ID

Track the Scopus evaluation progress of your title

For any title suggested for Scopus evaluation after October 2nd, 2014, we can now offer tracking of its progress through the evaluation process. To use this service, please enter the 16-character tracking number - this can be found in the confirmation e-mail that you should have received when your application was submitted.

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In case of technical difficulties, please contact us at titlesuggestion@scopus.com.

After submission (2)

In case of negative decision

Scopus will provide you with feedback and comments on how to improve and an embargo date. You can submit your title again after the embargo period has expired. Please note that you will be required to upload a cover letter, explaining how the comments from the previous review round have been addressed.

Adding to Source Browse Title List

- Newly accepted titles will be added to the 'Accepted titles' sheet in Source Title List on a monthly basis
- The main Scopus Source Title list is updated twice per year: in spring and autumn
- Depending on whether the serial title has been fully profiled in Scopus, it will be added to the main Scopus Title list.

Indexing in Scopus

- Usually the ongoing indexing of content takes **from 3 weeks to 2 months** from the moment when content appears online at publisher's website to the moment when it appears in Scopus (depending on content quality and options to provide content in signed Permission form).
- Set Scopus **search alert** (see: [How do I create and manage my Alerts?](#)) on newly added articles from your title to track timely indexing
- If you've noticed **delay** with your title's content indexing in Scopus, please, fill in [form](#) or contact: Scopus Support (ELS) ScopusSupport@elsevier.com
- Set Scopus **citation alert** (see: [How do I create and manage my Alerts?](#)) on your title's articles citing. It will help to monitor your title's content citing and track impact of your title.
- Track your title's impact progress by monitoring your **journal metrics**, including monthly updated CiteScore Tracker (see: [CiteScore and CiteScore Tracker](#)).
- If you find **incorrect** information in your title's documents in Scopus or missed documents, please, submit request on correction via [form](#) or contact Scopus Support (ELS) ScopusSupport@elsevier.com.
- If there's the necessity to **change** the serial title's name or ISSN, or Publisher, or subject areas, please, fill in the [form](#) or contact Scopus Support (ELS) ScopusSupport@elsevier.com and provide eligible evidences of required changes (e.g. already done corrections in ISSN Center, link at publisher's website). Scopus team will check provided information and requested changes. Please, note: all correction regarding to source title, ISSN, publisher, subject areas and source's website are updated twice a year (in spring and autumn).

Re-evaluation



Identifying potential poor quality or predatory journals

All +29k journals in Scopus are monitored, titles can be flagged for in-depth re-evaluation in different ways:

Based on our own observation or direct feedback from users and stakeholder's **publication concerns** about the publishing standards or publication ethics of the journal or publisher are investigated. If the concerns are warranted, these journals are flagged for re-evaluation (continuous process). *Journals that are flagged because of publication concerns will be put on hold during the review process.*

Metrics and benchmarks for publication output, citation impact, self-citations and usage of documents on Scopus.com, are used to identify journals that are **underperforming** compared to peer journals in their field. These underperforming journals are flagged for re-evaluation (once per year).

A machine learning tool analyzes the performance of journals according to aspects like output growth, changes in author affiliation, citation behavior, etc. to track **outlier performance** (=‘RADAR’) Journals that show outlier performance are flagged for re-evaluation (frequency: every 3 months).

During their review, the CSAB can indicate whether any accepted title should be evaluated again in the future. This data is collected and further analyzed to ensure **continuous curation**. The most relevant titles are flagged for re-evaluation.

What happens with journals for which the decision is made to discontinue?

- The publisher is **informed** of the decision by the Scopus team.
- **No new content is added** to Scopus, all titles that are flagged for re-evaluation are being put “on-hold” during the re-evaluation process
- Content **already indexed remains** as a matter of scientific record and to ensure stability and consistency of research trend analytics.
- In exceptional cases of proven severe unethical publication practice, content already indexed in Scopus may be removed.
- **CiteScore will not be given** for discontinued titles.
- For all of journals for the CSAB decides to discontinue coverage, the “**on-hold**” date is used to determine the cut-off and the last content indexed.
- Discontinued titles will only be considered for evaluation again **5 years** after the discontinuation decision was made.

Where to find information about discontinued titles?

1. Monthly list can be found on the [Scopus Content](#) webpage(scroll to the bottom of the page)

Titles on Scopus

Content types included on Scopus are either serial publications that have an ISSN (International Standard Serial Number), such as journals, book series and conference series, or non-serial publications that have an ISBN (International Standard Book Number), such as monographs or one-off conference materials. To check if a title is on Scopus, visit the freely available [Source Title page](#) or consult the title lists below.

- [Download the Source title list](#) (includes discontinued sources list)
- [Download the Book title list](#)

Simply click to download the Excel file, and then select the tab called “Discontinued Titles”.



9746005 | Voters Kluwer Health

Publication concerns

Accepted titles Jan 2024

Discontinued titles Jan 2024

Serial Conf. Proc. with profile

Where to find information about discontinued titles?

2. Monthly list can be found on the [Scopus Sources page](#).

The screenshot shows the Scopus Sources page. At the top, the 'Sources' tab is highlighted with an orange box. Below the search bar, the 'Find sources' button is visible. A message box titled 'Improved Citescore' is displayed. On the left, the 'Filter refine list' section includes 'Display options' with checkboxes for 'Open Access journals' and 'Minimum citations'. The main results area shows '45,806 results' and a table of source titles. A 'Download Scopus Source List' button is highlighted with an orange box. A modal window titled 'Scopus source list download options' is open, showing the option to 'Download the Scopus source titles list' highlighted with an orange box. The modal also includes a link to 'Request an overview of CiteScore, SNIP, and SJR journal metrics'.

Scopus

Search Sources SciVal ? ? ? ? GY

Sources

ISSN Enter ISSN or ISSNs Find sources

i Improved Citescore
We have updated the CiteScore methodology to ensure a more robust, stable and comprehensive metric which provides an indication of research impact, earlier. The updated methodology will be applied to the calculation of CiteScore, as well as retroactively for all previous CiteScore years (i.e. 2018, 2017, 2016...). The previous CiteScore values have been removed and are no longer available.
[View CiteScore methodology.](#)

Filter refine list
Apply Clear filters

Display options
☐ Display only Open Access journals
Counts for 4-year timeframe
☒ No minimum selected
☐ Minimum citations

45,806 results

[Download Scopus Source List](#) [Learn more about Scopus Source List](#)

Scopus source list download options

Download the Scopus source titles list

Request an overview of CiteScore, SNIP, and SJR journal metrics

Source title ↓	Documents 2019-22 ↓	% Cited ↓
1 Ca-A Cancer Journal for Clinician 1Cate 1/366 Oncology	108	94

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Additional sources



Useful links

- [Position statement by Scopus and the CSAB on the importance of high-quality content](#)
- [Scopus evaluation and re-evaluation process and criteria](#)
- [COPE principles of transparency and best practice in scholarly publishing](#)
- [Scopus content coverage guide](#)

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Central and Eastern Europe Customer Hub

To support academic and research-focused professionals, the Central and Eastern Europe Customer Hub features a calendar of upcoming live presentations and a library of on-demand webinars, ranging in topics from ScienceDirect search tips to assessing research impacts on society.



Recorded webinars (conducted in English)

- [Predatory journals and how to avoid them](#)
- [Scopus, SciVal & Rankings - what is good to know](#)
- [Purpose in Scientific Publishing](#)
- [Traveling the meandering paths of advanced searches in Scopus and ScienceDirect](#)
- [Straight to the point! Scopus and ScienceDirect resources for the holiday season](#)
- [Full text or abstract database: Find out what Scopus and ScienceDirect are all about](#)
- [Effective literature searching on Scopus and ScienceDirect](#)
- [ScienceDirect: Knowledge at your fingertips](#)
- [Best Practices for Publishing in Highly Selective Journals](#)
- [How to Publish an Ebook](#)
- [10 Things You Need to Know About Open Access and Transformative Agreements](#)
- [Chemistry Research in SDGs with Reaxys](#)
- [How to Identify Relevant Topics and Journals with Scopus and SciVal](#)
- [Importance of Research Data Management](#)
- [Literature Review with Scopus and SciVal](#)



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Questions and Answers





Thank you

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