



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

An introduction for Croatian journal editors



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# The session is being recorded

- All attendees will receive the link to the recording
- You can share the recording with your friends and colleagues

REC ●

# Would you like to ask a question?

- You can ask the host a question during the session
- Please use the Q & A feature on your screen to ask your question
- The host will answer relevant questions during the training

Q&A

# You will be able to download a certificate

- All attendees will receive the link to the Researcher Academy portal
- You can download a PDF certificate after filling in a short survey



# 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 standards	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
				

# Selecting the right journal is important

The consequences of choosing a bad journal for good work:

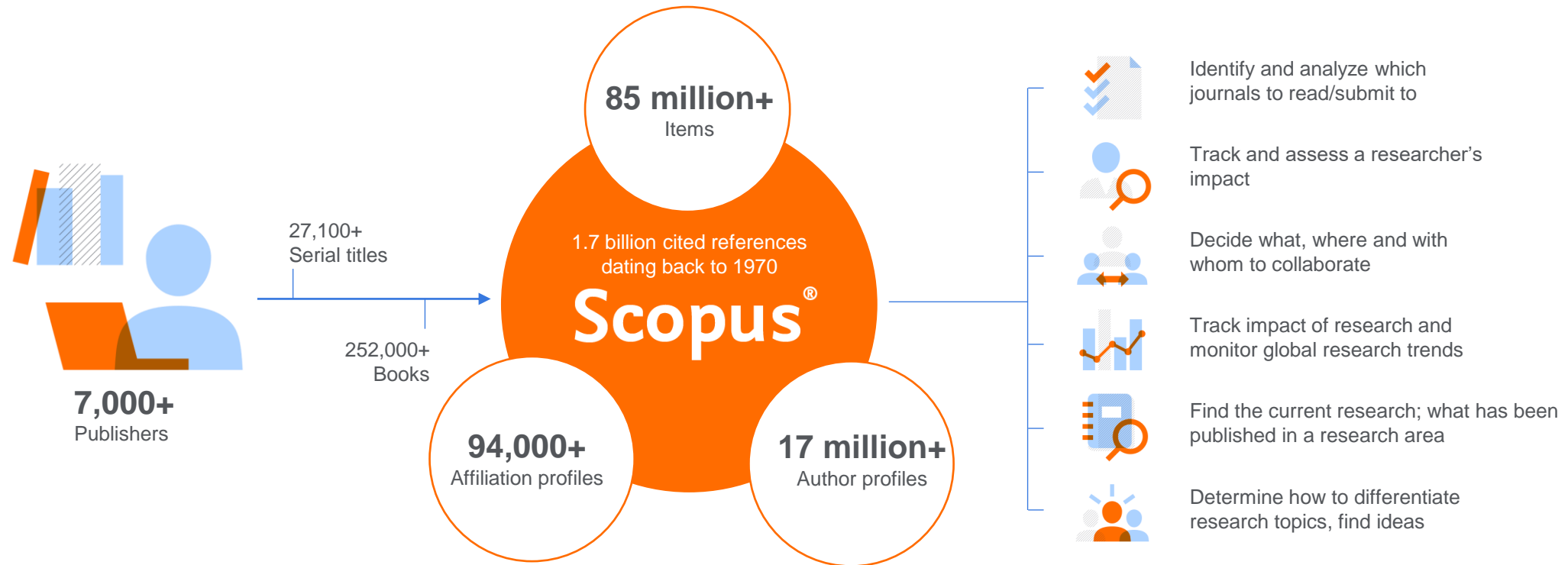
- Monetary costs for the author/institution
- Reputational costs for the work and people involved
- Negative impact on rankings and research assessment
- Durability: no assurance of longevity of the paper
- Delisting of the journal by indexing services
- Possible legal consequences

## 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



**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 (Feb 2022)

Global representation means global discovery across all subjects and content types

**85.6M** records from **27.1K** serials, **140K** conferences and **253K** books  
from more than **7,000** publishers in **105** countries

- Updated daily—approximately **11,000** articles per day indexed
- **18.40M** open access documents
- “Articles in Press” from **>8,740** titles
- **1.10M** preprints from multiple preprint servers
- **5,408** active Gold Open Access journals indexed

Number of journals by subject area**	Journals	Conferences	Books	Patents
<b>Physical sciences</b> <b>9,056</b>	<b>25,837**</b> active peer-reviewed journals <b>247</b> trade journals	<b>140K</b> conference events <b>11.03M</b> conference papers	<b>63.3K</b> individual book series volumes <b>253K</b> stand-alone books <b>2.35M</b> total book items	<b>47.4M</b> patents 5 major patent offices:
<b>Health sciences</b> <b>7,596</b>	<b>5,408</b> Gold OA Journals (DOAJ/ROAD)			<ul style="list-style-type: none"><li>• WIPO</li><li>• EPO</li><li>• USPTO</li><li>• JPO</li><li>• UK IPO</li></ul>
<b>Social sciences</b> <b>11,526</b>	<b>17.0M</b> fully-indexed funding acknowledgements <b>1.10M</b> preprints		Focus on Social Sciences and A&H	
<b>Life sciences</b> <b>5,164</b>	<ul style="list-style-type: none"><li>• Full metadata, abstracts and cited references (refs post-1970 only)</li><li>• Citations back to 1970</li></ul>	Mainly Engineering and Computer Sciences		

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

\*\*Total number of Scopus journals in database including inactive titles is 42,474



# 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+



Curated  
content

- 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.

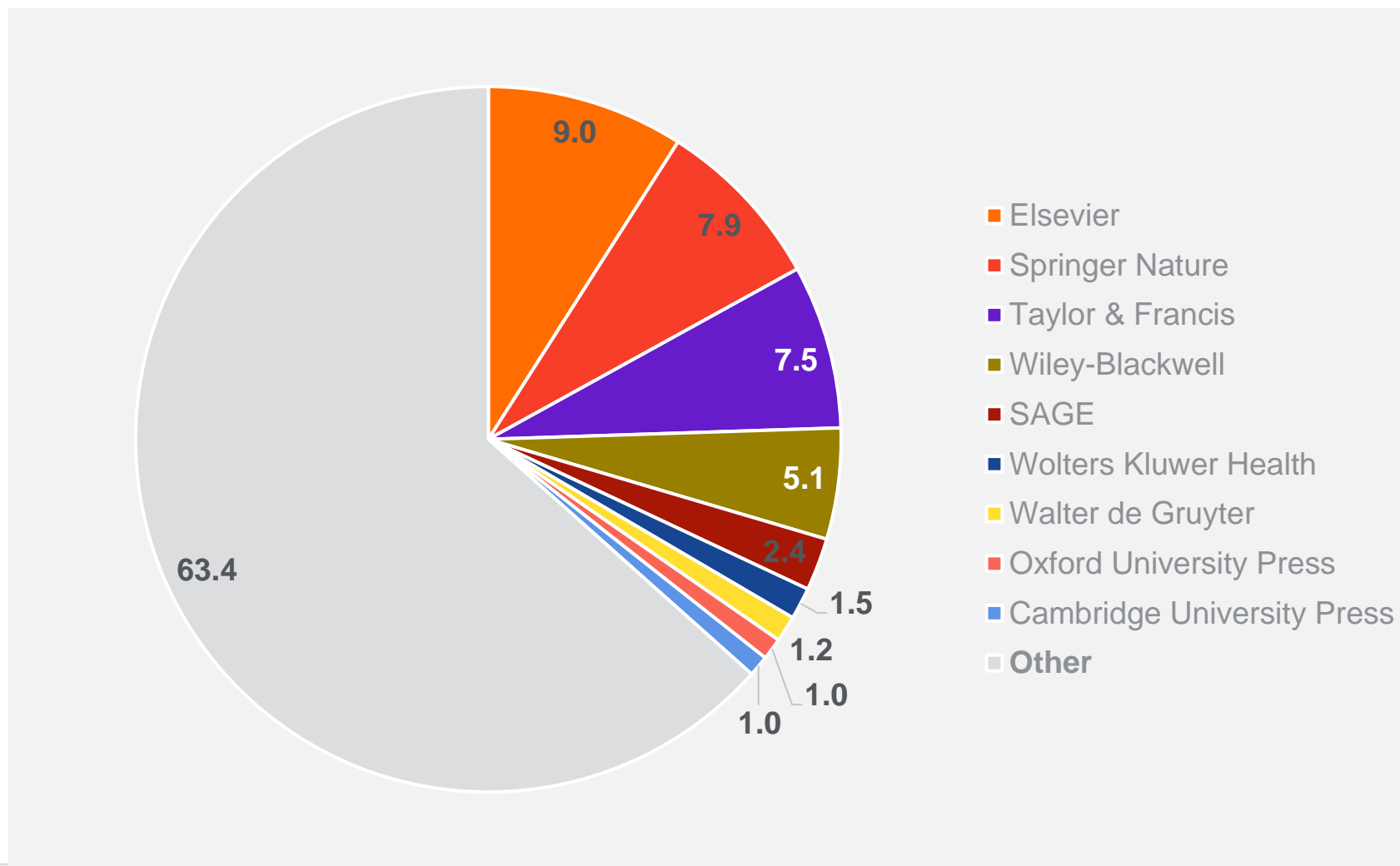
\* Source: Ulrich's Web Global Serials Directory, February 15, 2019

- 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

# Journals – Publishers indexed in Scopus



# 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

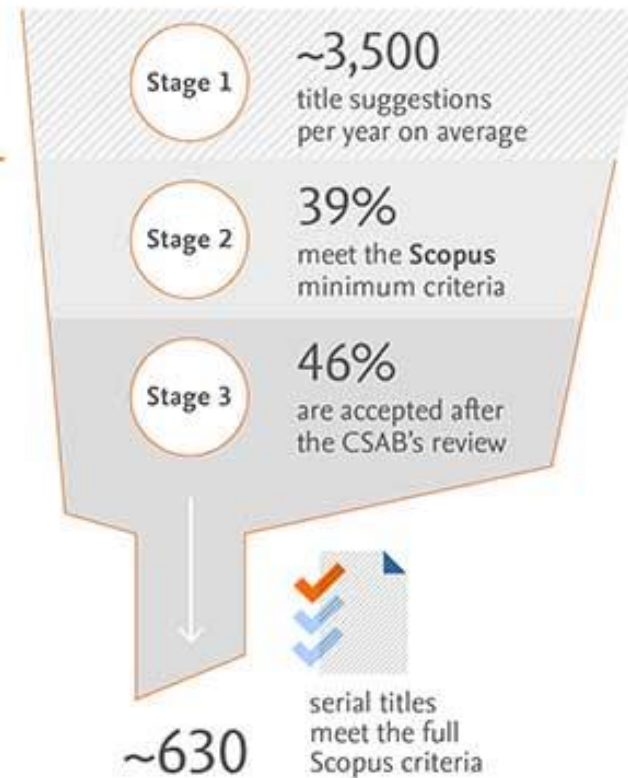
Online Availability

Serials include journals, book series or conference series.

Power of  
**Scopus**

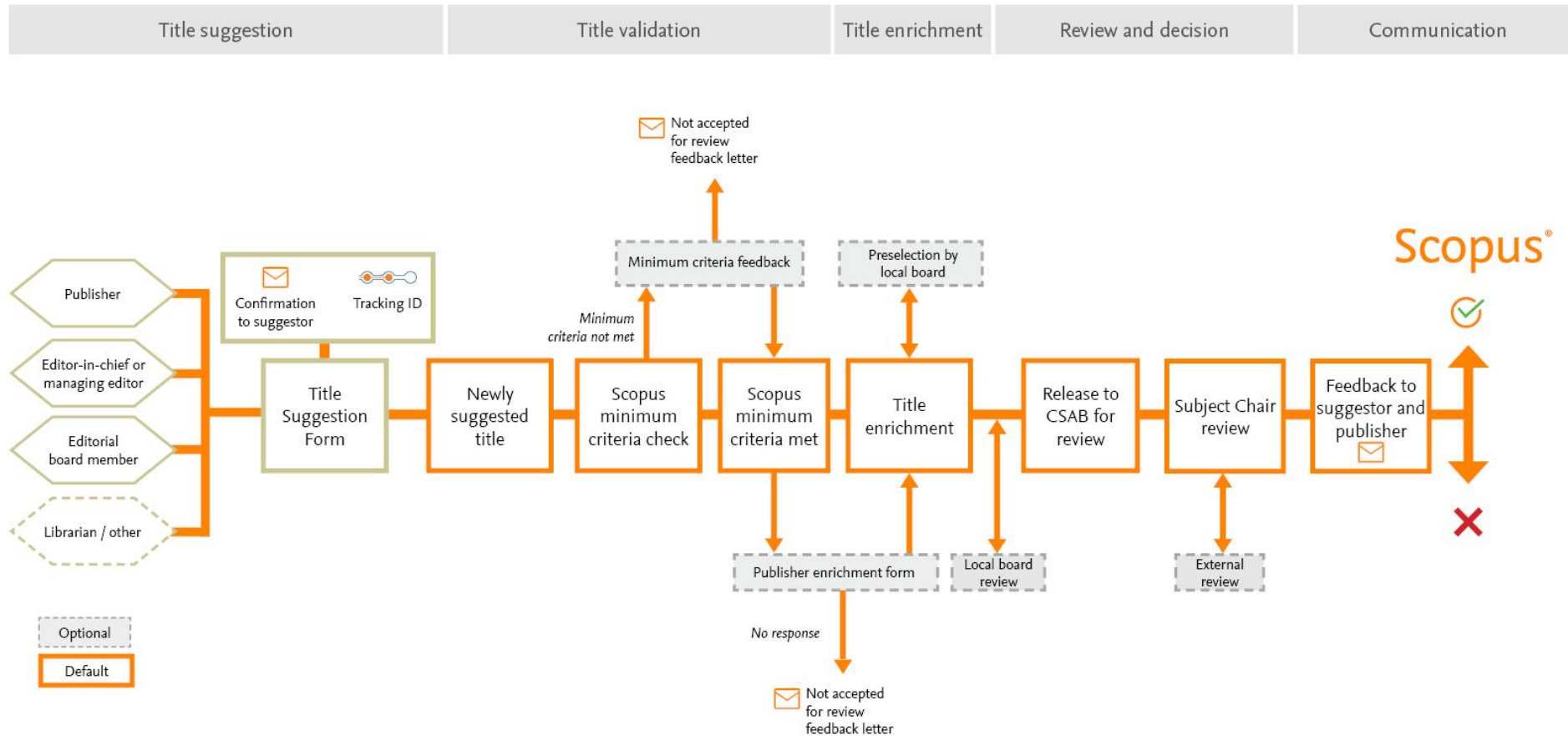
## Strict quality & ethics selection criteria

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



## 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**
- Then use the [Scopus Title Suggestion Form](#)
- Read the FAQs for the [Content selection process](#)



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 <a href="#">ISSN International Centre</a> . At least 2 years old.	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"><li>• Convincing editorial concept/policy</li><li>• Type of peer-review</li><li>• Diversity geographic distribution of editors</li><li>• Diversity geographic distribution of authors</li></ul>	<ul style="list-style-type: none"><li>• Academic contribution to the field</li><li>• Clarity of abstracts</li><li>• Quality and conformity with stated aims &amp; scope</li><li>• Readability of articles</li></ul>	<ul style="list-style-type: none"><li>• Citedness of journal articles in Scopus</li><li>• Editor standing</li></ul>	<ul style="list-style-type: none"><li>• No delays or interruptions in the publication schedule</li></ul>	<ul style="list-style-type: none"><li>• Content available online</li><li>• English-language journal home page</li><li>• Quality of home page</li></ul>

Find out more about CSAB:

<https://www.elsevier.com/solutions/scopus/how-scopus-works/content/scopus-content-selection-and-advisory-board>



# Re-evaluation



# Identifying potential poor quality or predatory journals

All +25k journals in Scopus are monitored, titles can be flagged for in-depth reevaluation 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 reevaluation (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 reevaluation (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 reevaluation (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 reevaluation (pilots in 2020 and 2021).

# What Scopus does to ensure high quality

- **Scopus, together with the CSAB**, take its responsibility of curating content on an **on-going** basis and continue to develop new approaches as a defence against low quality and predatory journals.
- Validating concerns is time-consuming and additional information that shows the questionable integrity and quality is needed for validation. Specific concerns and evidence is also needed if the journal is flagged for re-evaluation for the **CSAB** to take a well-funded decision.
- We have been addressing the issue **for some years** now and have developed a process of continuous monitoring in combination with re-evaluation by the independent CSAB.
- The decision to potentially **exclude** a journal from Scopus should not be taken **lightly** and is **complex**, given the ongoing risk of **discontinuing legitimate sources**. We need to be absolutely sure if we determine a title predatory and 'probably' is not good enough.
- Specific **evidence** of publication malpractice is needed to speed up the process and have the CSAB assess actual misconduct.

To determine journal quality, Scopus runs the ongoing Re-evaluation program which identifies outlier and underperforming journals in four different ways:



The journal is **underperforming** as it does not meet any of the three metrics and benchmarks for journals in the same subject area.

**Concerns about the publication standards** of the journal or publisher have been raised by formal complaints.

The journal shows **outlier behavior** based on its publishing performance in Scopus

**Continuous curation** based on CSAB feedback.

Title Re-evaluation  
Content Selection & Advisory Board (CSAB)

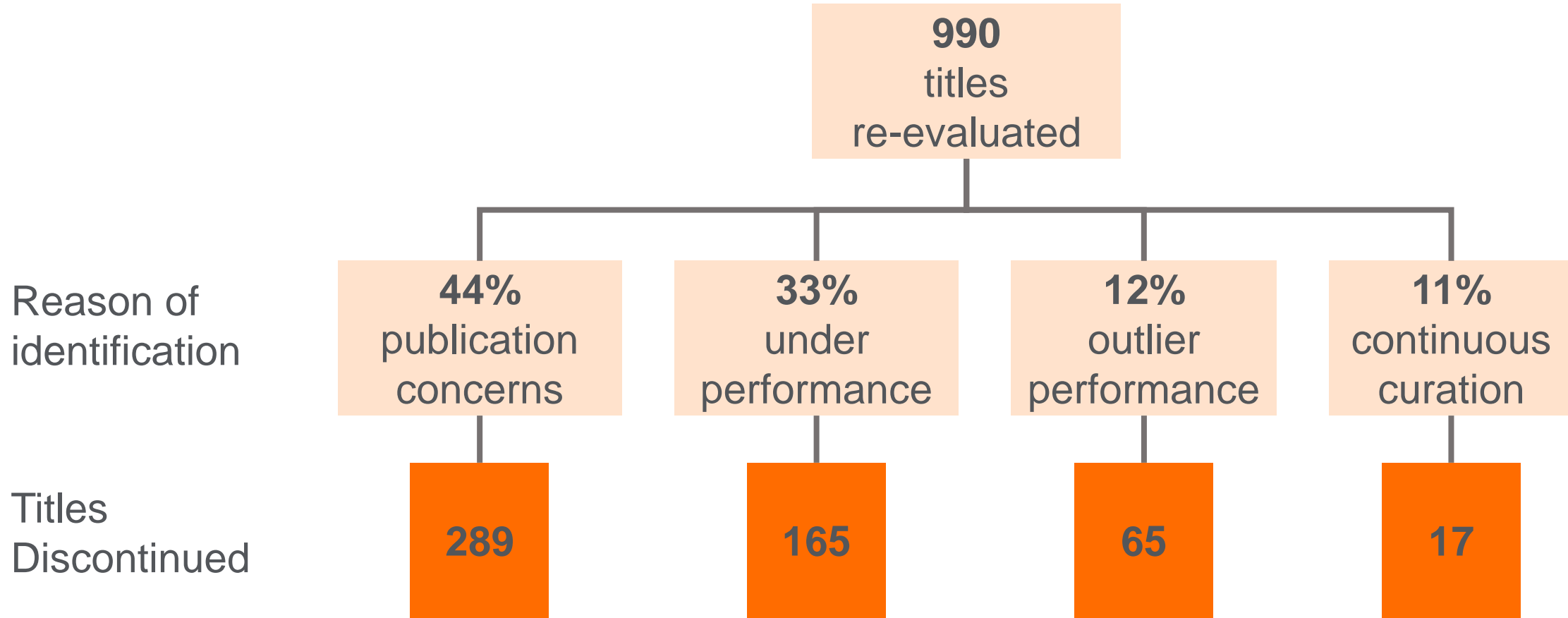
High quality



# Scopus



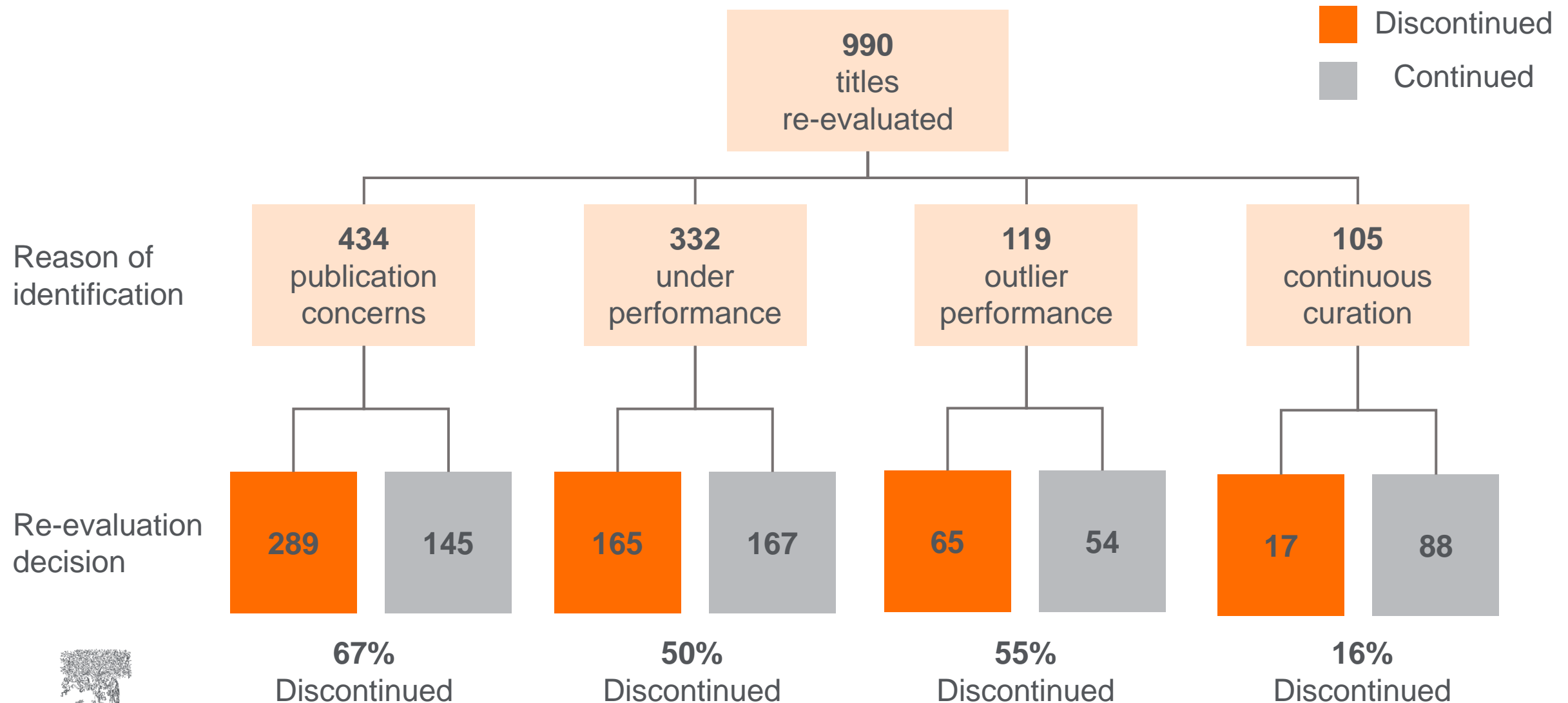
# Discontinued titles broken down by reason of identification (2016-2020)



536 titles discontinued since 2016

# Catch rate broken down by reason of identification

(2016-2020)



# 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 conferences. To check if a title is on Scopus, visit the freely available [Source Title page](#) ↗ , or consult the title lists below.

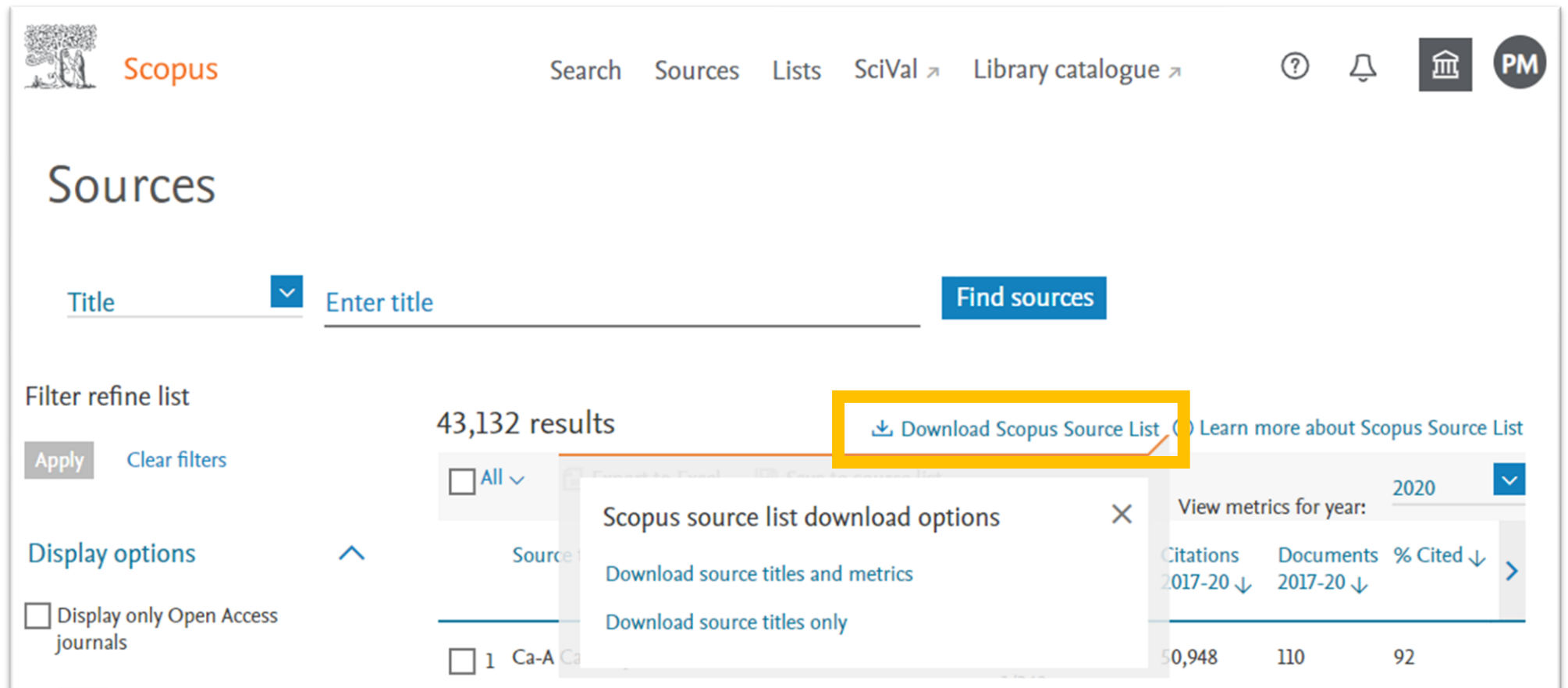
Download the Source title list (incl. Scopus discontinued sources list) [↓](#)

Download the Book title list [↓](#)

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

# 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. The top navigation bar includes the Scopus logo, a search bar, and links for Sources, Lists, SciVal, and Library catalogue. The main heading is 'Sources'. Below it, there is a search bar with a dropdown menu set to 'Title' and a 'Find sources' button. On the left, there is a 'Filter refine list' section with 'Apply' and 'Clear filters' buttons, and a 'Display options' section with a checkbox for 'Display only Open Access journals'. The main content area shows '43,132 results'. A yellow box highlights the link 'Download Scopus Source List'. A dropdown menu is open below this link, showing 'Scopus source list download options' with two choices: 'Download source titles and metrics' and 'Download source titles only'. To the right of the dropdown, there is a 'View metrics for year: 2020' section with a table showing 'Citations 2017-20', 'Documents 2017-20', and '% Cited'.

Citations	Documents	% Cited
2017-20 ↓	2017-20 ↓	↓
50,948	110	92



# Pre-evaluation service



# Pre-evaluation service for CEE

- The journal pre-evaluation service serves as a preliminary check for technical and administrative criteria in order to boost the chances of the journal to be included in Scopus, and also to avoid a submission embargo period out of reasons that could be easily identified.
  - The pre-evaluation shall also not be liable for the final result of the full journal evaluation as pursued by the independent Content Selection Advisory Board (CSAB).
- Please note that each journal may use this service only one. Duplicate submissions will not be considered.

Complete the form below in order to receive a free pre-evaluation report.

<https://bit.ly/scopus-pre-evaluation>



# Questions and answers





## Additional useful resources

- [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](#)

# Elsevier Online Training Hub



Get more on <https://bit.ly/ELStraining>

The screenshot shows the Elsevier Online Training Hub page for Central and Eastern Europe. The header includes the Elsevier logo and navigation links. The main content area features a title, a description, and a list of upcoming live webinars in English. A sidebar on the right contains quick links and a Facebook link.

ELSEVIER

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Strona główna > Wydarzenia > Elsevier Webinars for Central & Eastern Europe

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#### Upcoming live Webinars in English

Title	Topic	Date	Hour (CEST)
<a href="#">How to publish an eBook?</a>	Publishing; eBooks	14/09/2021	12:00
<a href="#">How to use Scopus and SciVal to support Open Science?</a> Learn about functionalities that you can use to analyse the impact of open Science at the level of researcher, institution or country.	Scopus; SciVal; Open Science	28/09/2021	10:00
<a href="#">How Scopus ensures it covers high-quality content?</a> Join us to learn about new functionalities in Scopus and how it constantly monitors the quality of indexed sources	Scopus	05/10/2021	10:00
<a href="#">Updating your Scopus Author Profile - step by step instruction</a> Learn how Scopus Author Profiles are created and curated, and how you can request corrections if needed.	Scopus	07/10/2021	10:00
<a href="#">ScienceDirect: tips and tricks</a>	ScienceDirect	07/10/2021	12:00

# Certificates

Go to: <https://bit.ly/ELS00050>

Workshop code: **FIYKCN**

1. Take a survey

2. Get Researcher Academy Certificate\*

\*You need to be logged in on Researcher Academy website, registration is free



Researcher Academy





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