



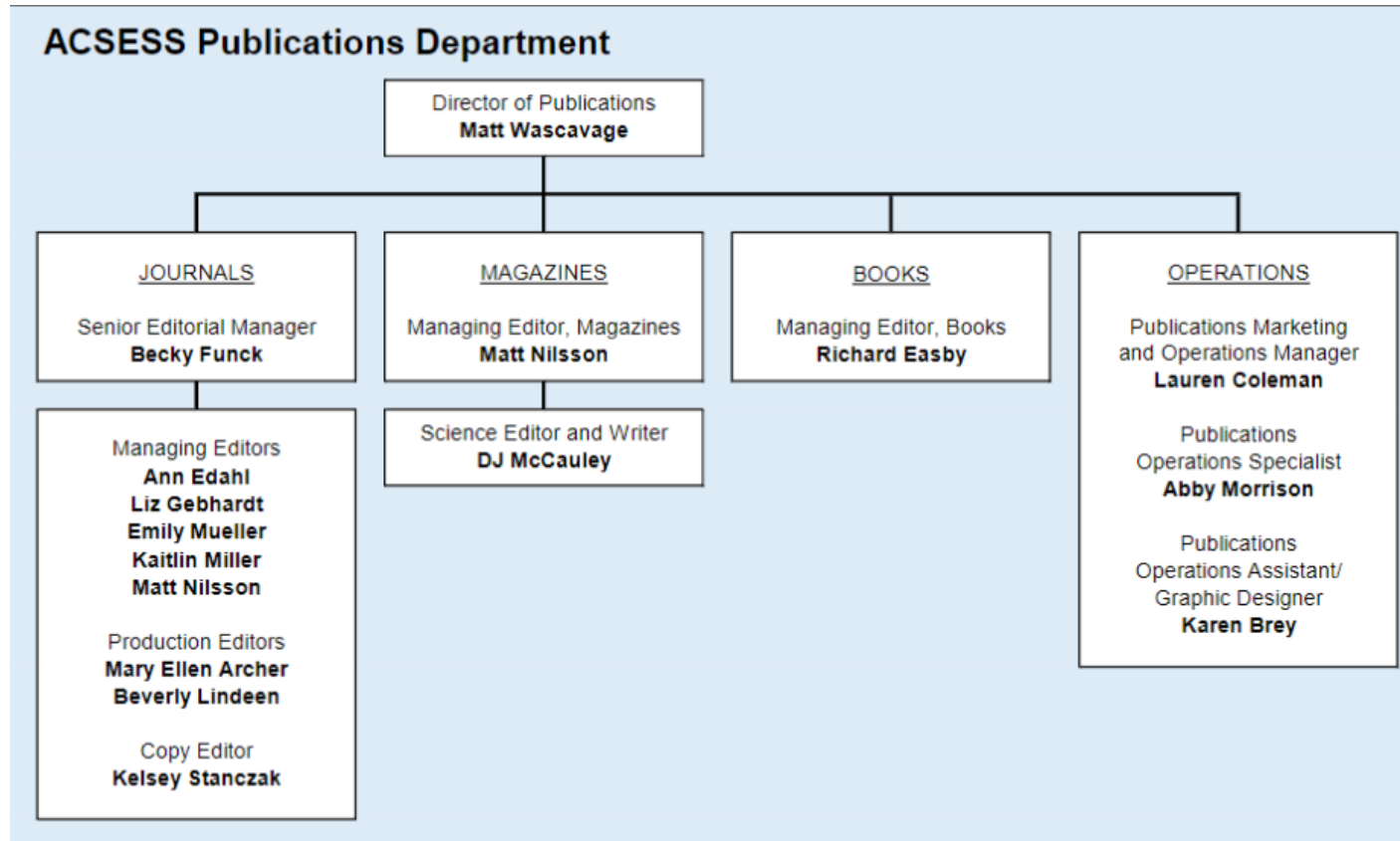
2022 Journal Editorial Board Orientation



Welcome and Staff Introduction

Becky Funck, Senior Editorial Manager
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Staff



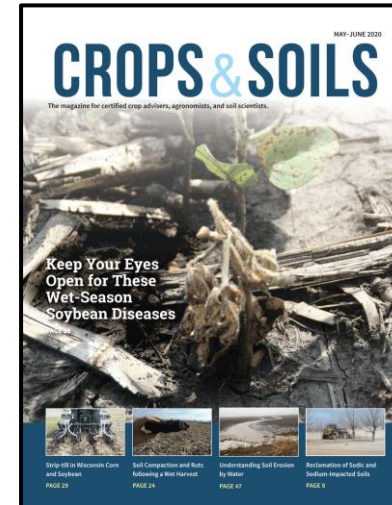
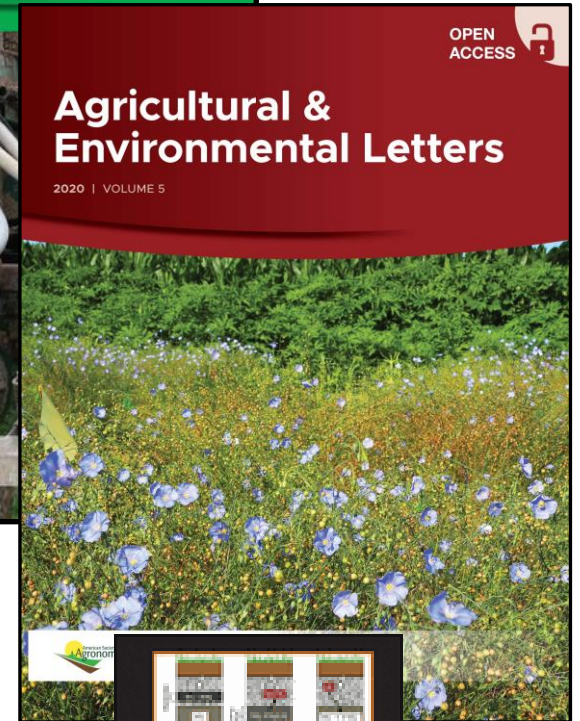


Overview of ACSESS Portfolio

Matt Wascavage, Director of Publications
mwascavage@sciencesocieties.org

Publications Summary

- ACSESS, on behalf of the ASA-CSSA-SSSA, publishes 13 journals, two magazines and book library in partnership with Wiley
- Our publications are available on the Wiley Online Library at acsess.onlinelibrary.wiley.com
- The societies retain full ownership and editorial decision-making regarding all aspects of the publications
- ACSESS and Editorial Boards are responsible for all submission, peer review, and publishing decisions before release of final content



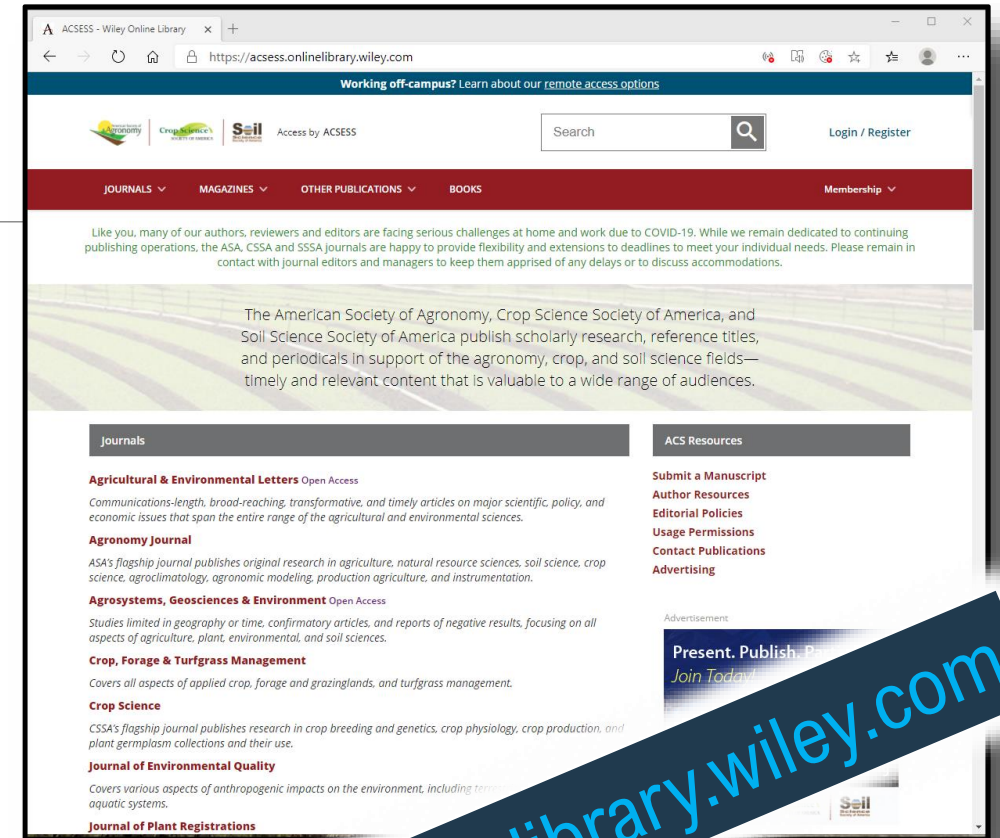
Partnership with Wiley

Wiley is responsible for:

- Marketing, subscriptions and sales
- Article production and online content hosting
- Publication workflow, schedule, and systems
- Quality assurance
- Support for staff and authors

Background

- Five-year agreement signed in 2019
- Wiley Online Library platform launch in 2020
- Wiley also provides editorial guidance, data reporting, and recommendations to improve publication quality and profitability



ASA-CSSA-SSSA Publications

Journals – Hybrid subscription (7) and Gold Open Access (6) scholarly research journals

Books - More than 340 volumes published in digital and print formats

Magazines - Two magazines for society members and professionals

Podcast – Monthly podcast featuring timely research and conversations

Annual Meeting Presentations - Abstracts, PowerPoints and audio presentations

Journal Archives – Content available from five titles no longer published



Hybrid Subscription Journals

Agronomy Journal

Crop Science

**Soil Science Society
of America Journal**

**Journal of
Environmental Quality**

**Crop, Forage
& Turfgrass Management**

Journal of Plant Registrations

Natural Sciences Education

Gold Open Access Journals

**Agricultural &
Environmental Letters**

**Agrosystems, Geosciences
& Environment**

The Plant Genome

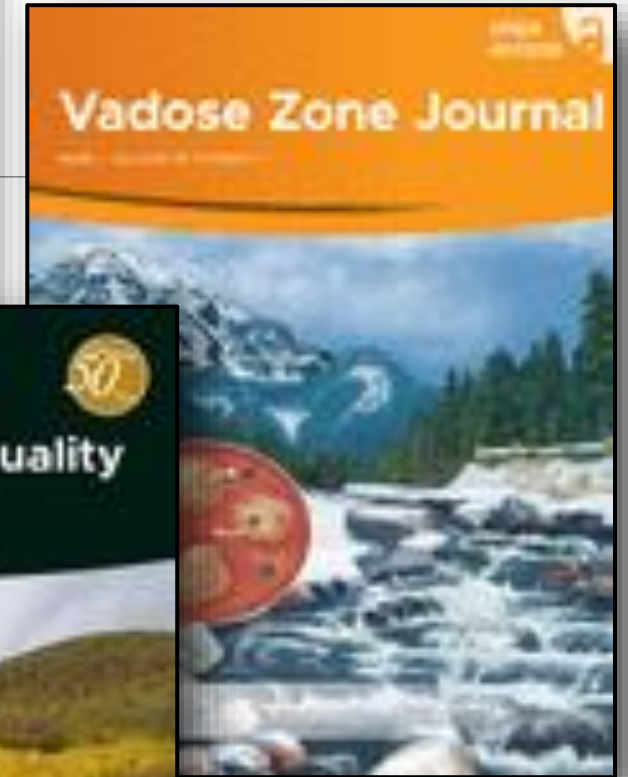
**The Plant
Phenome Journal**

**Urban Agriculture &
Regional Food Systems**

Vadose Zone Journal

Development

- Editorial strengthening initiatives
- Embrace open science
- New, broad publishing initiatives
- Long-range outlook
- Multi-media publishing
- ESSOAr pre-print server

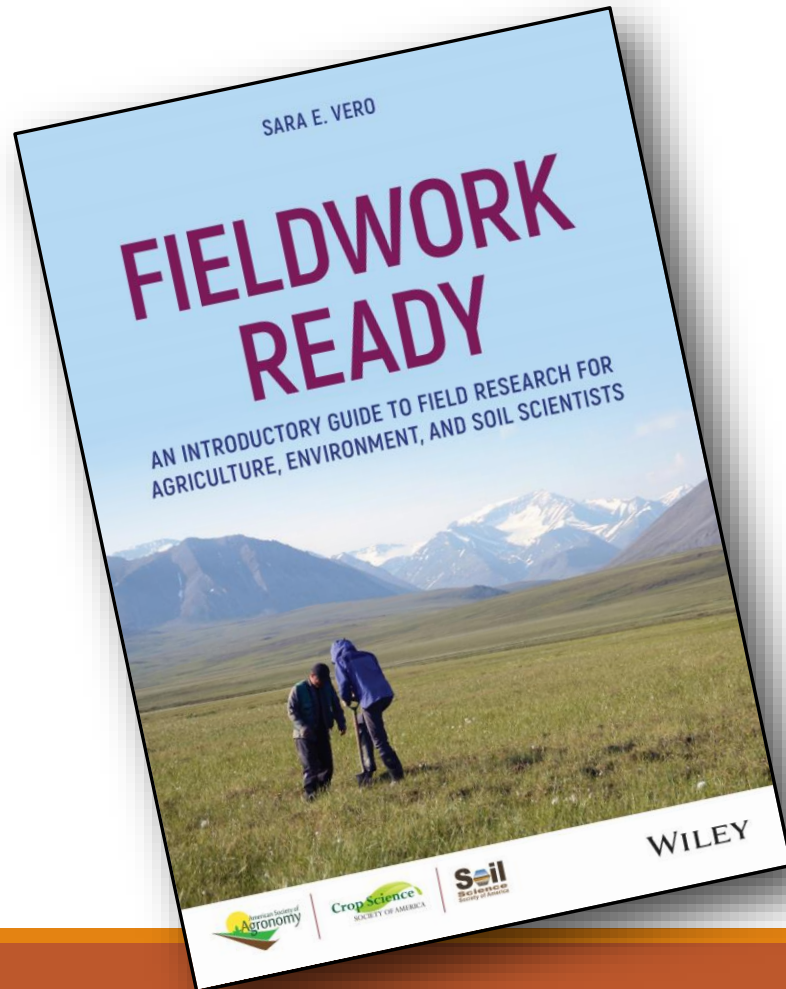


Magazines

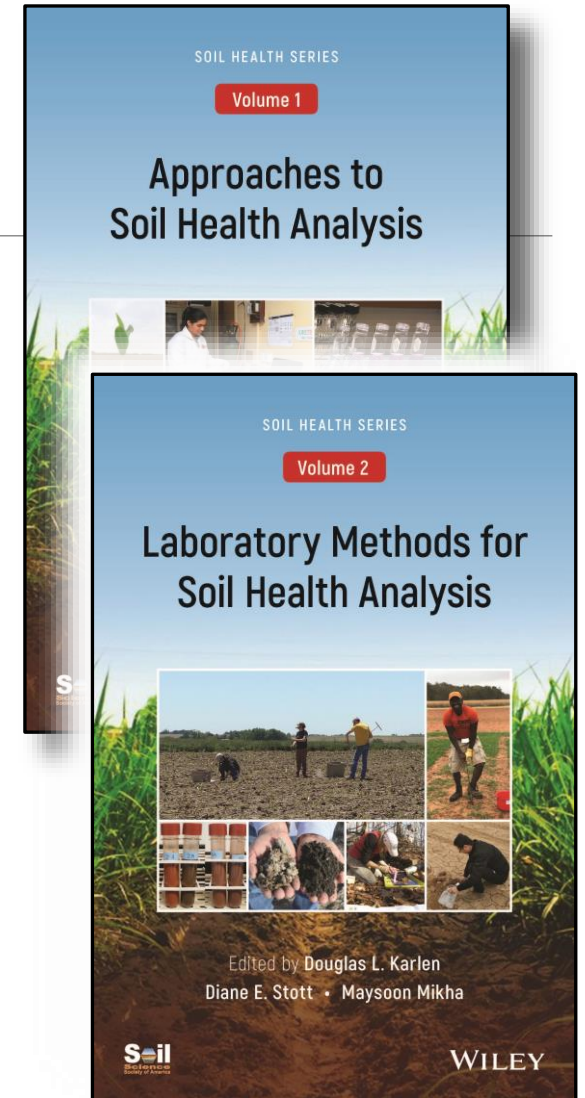
- Original and timely content, expanded feature articles
- Video shorts launched
- Promoting special series content, and partnerships
- Expanding Continuing Education Unit offerings to Certified Crop Advisors



ASA-CSSA-SSSA Books



- More than 340 titles in library
- Seven titles released in 2021
- New books offered as ePub
- New and updated books in development
- Leverage internal and Wiley resources to drive book topics and series
- Set five-year publishing plan



Field, Lab, Earth Podcast

Field, Lab, Earth is all about past and present advances in the fields of agronomy, crop, soil, and environmental sciences. Produced by ASA, CSSA, and SSSA, **Field, Lab, Earth** features timely research and conversations with our authors and is always freely available.

- 71 episodes since 2018
- More than 50,000 downloads
- Added CEU quizzes for all podcasts
- Cross-departmental mini-series





Best Practices

Liz Gebhardt, Managing Editor, CS, UARFS, TPG
egebhardt@sciencesocieties.org



Editor and Reviewer Guidelines. Editor's handbook, journal-specific guidelines and position descriptions:
<https://www.agronomy.org/publications/journals/editors-and-reviewers>



Editor Resources (log-in required). ScholarOne documentation, editorial policies, journal-specific forms and resources:
<https://www.agronomy.org/publications/journals/editor-resources/>

Editorial Resources

Editorial Policies



<https://www.agronomy.org/publications/journals/author-resources/editorial-policies>



Example topics:

Author statement of ethics

Conflict of interest definition

Information on duplication / plagiarism (we screen each paper upon submission)

Keeping Pace with the Industry

Continual education and evolution



Association of Learned
and Professional
Society Publishers

What does a Managing Editor do?



The Managing Editor handles papers post-acceptance through to publication. They oversee the production process, as well as working with Wiley on proofing and finalization of proofs. They also make sure the journal publishes on time. They also handle high-level monitoring of all journal-related metrics including time in review.



The Managing Editor works closely with the journal Editor to meet strategic goals. The Managing Editor also uses publishing trends and data to help gauge the health of the journal and make suggestions for future growth.



The Managing Editor is the mainstay of the journal's Editorial Board. All editorial board members are appointed for specific terms, while the Managing Editor remains with the journal through many Editorial Board changes. The Managing Editor therefore maintains the journal history and uses this to guide editorial boards through transitions.

What you can expect

1. Editorial Board Orientation in January
2. Quarterly journal updates
3. Virtual editorial board meetings, scheduled by Editors and Managing Editors
4. Periodic reporting from ScholarOne with information on your assignments
5. Editorial board meetings held during the ASA-CSSA-SSSA Annual Meeting
6. Celebratory reception highlighting awards held during the ASA-CSSA-SSSA Annual Meeting



Peer Review and ScholarOne

Abby Morrison, Publications Operations Specialist
amorrison@sciencesocieties.org

ACSESS Peer Review



Manuscript is submitted by the author via ScholarOne.



Manuscript is reviewed by Journal Administrators for proper file formatting and forwarded to the Editor.



Editor reviews the manuscript for acceptability and assigns editorial board members according to subject matter.



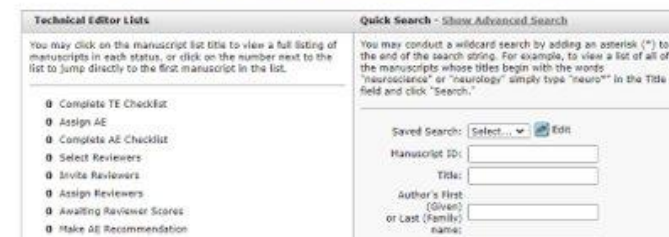
The Technical Editor/Co-Editor and Associate Editors review the manuscript and assign reviewers to provide feedback.



A decision is rendered on the manuscript according to the journal's specific workflow.

What is ScholarOne?

- Manuscript submission site for all ASA, CSSA, and SSSA journals
- Each site has unique URL and database
- Each editorial position has unique dashboard with lists of available tasks
- Also referred to as Manuscript Central





Instructions and Forms. Links for general information on the journal, reviewer guidelines, and author help. Found in top-right corner of each site.



ScholarOne Documentation page (log-in required). Site navigation, documentation for ScholarOne tasks, and FAQ.
<https://www.agronomy.org/publications/journals/editor-resources/scholar-one/>

ScholarOne Resources

Journal Administrators

Abby Morrison, Publications
Operations Specialist

amorrison@sciencesocieties.org

Agronomy Journal

Crop Science

Soil Science Society of America Journal

Journal of Environmental Quality

Vadose Zone Journal

Journal of Plant Registrations

Karen Brey, Publications Operations
Assistant and Graphic Designer

kbrey@sciencesocieties.org

Agricultural & Environmental Letters

Natural Sciences Education

Urban Agriculture & Regional Food Systems

Agrosystems, Geosciences & Environment

Crop, Forage & Turfgrass Management

The Plant Genome

The Plant Phenome Journal

For additional
ScholarOne
training...

We are available to
host more in-depth
training sessions
for ScholarOne for
your board.



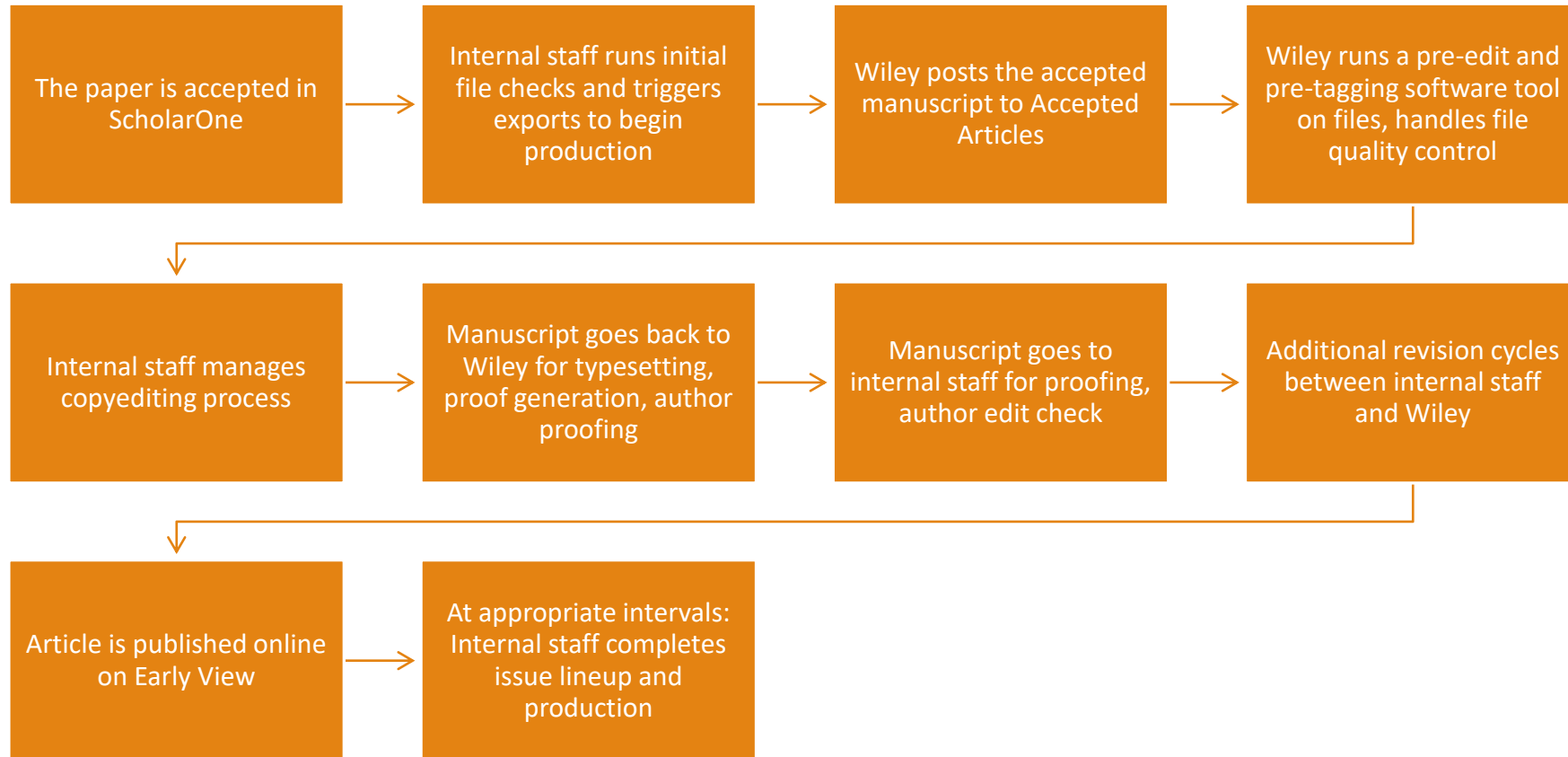
Please request
through your
Editor if you feel
this would be
helpful.



Accept to Publish

Emily Mueller, Managing Editor, AJ, NSE & TPPJ
emueller@sciencesocieties.org

Workflow



Responsibility Breakdown

Three main portions of content management are handled by Wiley:

- (1) pre-tagging at acceptance (before copyediting)
- (2) typesetting
- (3) author proofing

At headquarters, ACSESS continues to manage:

- (1) copyediting
- (2) editorial control at all proofing stages
- (3) journal issue creation

Expectations of editorial board members

Our expectations are that our Editorial Boards work together to perform a thorough, quality review. The final accepted paper should be of sound science and need only a technical edit for journal style points. We also ask that we all work together to work towards the most efficient, timely peer review we can provide.

Regarding Wiley's content management portion of work: The TEs and AEs should not expect any direct contact with Wiley as they do not handle peer-review related tasks. If you do receive any author questions regarding publication/articles post-acceptance, these queries should be forwarded to the journal's Managing Editor.

Contacts for Editorial Board Members:

For questions pertaining to scientific content or other editorial board matters, contact either the Editor or Technical Editor/Co-Editor.

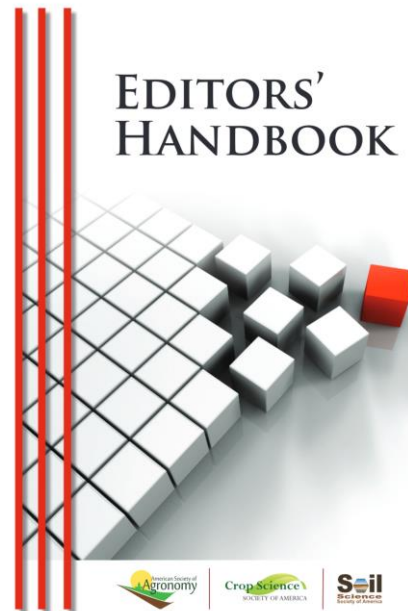
For questions regarding usage of the ScholarOne peer-review site, contact Abby Morrison.

For any questions or issues involving any stage of publication (post acceptance), contact the journal Managing Editor.

Editors' Handbook



<https://www.agronomy.org/files/publications/editor-handbook/editors-handbook.pdf>



Ann Edahl, Managing Editor, JEQ, JPR, AEL
aedahl@sciencesocieties.org



Editor's Handbook

Chapter 1 ^

Editorial Responsibilities

The editing of all scientific papers published by ASA, CSSA, and SSSA is a two-step process. First, the journal editor together with other members of the editorial board, usually technical editors (referred to as co-editors in *Vadose Zone Journal*) and associate editors, determine whether a scientific paper represents a significant addition to the literature. If so, one or more of those editors work with the author to make certain the paper is complete and scientifically accurate.

After one of the editors (journal, technical, or associate depending on the journal) accepts a paper for publication, managing editors employed by ASA, CSSA, and SSSA oversee copyediting and typesetting of the paper to ensure its adherence to ASA, CSSA, SSSA and other recognized rules regarding style, grammar, and quality and consistency of presentation.

In cases of possible disagreement among editors, the journal editors have the final say regarding matters of scientific content and style, and the managing editors have the final say regarding matters of grammar and presentation style.

Editors-in-Chief

Each society has an editor-in-chief, nominated by the president and confirmed by the board of directors. Each editor-in-chief serves a three-year term and may be reappointed for one additional term. These persons have overall responsibility for all publications of the respective societies. The editor-in-chief of a society serves in an ex officio capacity on that society's board of directors, on the editorial boards of all journals sponsored or cosponsored by that society, and on the intersociety Editorial Policy Coordination Committee. Chairship of this committee rotates annually among the ASA, CSSA, and SSSA editors-in-chief.

Each editor-in-chief makes recommendations to that society's president about appointment and reappointment of editors of journals and other publications. The editor-in-chief also, on behalf of the president and after consultation with the editor, appoints the persons to fill the technical editor posts created by the executive committee of the sponsoring society. New technical editor positions may not be created without the approval of the sponsoring society's board of directors.

Initial appeals are handled by the journal editor; if the situation is not resolved, an author may then appeal to the editor-in-chief, whose decision is final. The editor-in-chief of each society is responsible for appeals of manuscript releases from the journals.

Editors-in-chief may also be called on by their society's board of directors to handle special projects or problems and to perform other editorial duties.

Chapter 2 ^

The Review–Editing Process

The process of converting a manuscript into a published technical paper is complex, involving numerous people with various areas of expertise. The dual goal of all these people is to maintain the high standard of the publication and to help authors present their information clearly, succinctly, and conforming to style.

Before the Review Begins

As noted in Chapter 1, no paper may be accepted for publication in an ASA, CSSA, or SSSA scholarly publication unless at least two unbiased, professional scientists independently agree that the paper merits publication. Also, no paper that has been entered into the formal review process may be released by an ASA, CSSA, or SSSA scholarly publication unless at least two unbiased professional scientists independently agree that the paper is unacceptable for publication.

The first responsibility of the journal editor is to determine if the paper is ready for review. Potential problems with papers may be nonscientific or problems of content. Potential problems may be recognized by the technical or associate editor as well.

Nonscientific Problems

Nonscientific problems render a paper "not ready for review" and require action before the paper is entered into the review process.

Structural Problems

Structural problems include, but are not limited to, such things as lack of line numbering, page numbering, or double spacing, major format flaws, or unreadable graphics. For those journals that use a double-blind review, lack of conformity to the particular needs of that review process fall into this category. Somewhat more serious problems include such things as the lack of a major component, such as an abstract.

Problems with English as a Second Language

Manuscripts from authors whose first language is not English may present difficulties. Currently we do not provide translation services for papers. Any manuscript with poor English that impedes understanding should be returned and the authors instructed to contact professional translators.

Chapter 3 ^

Journal Histories, Management, and Editorial Procedures

The procedures for handling manuscripts and the duties of individual editorial board members vary from journal to journal. This chapter outlines those procedures for each journal. It also gives the histories and makeup of the journals' editorial boards.

Each of the societies, ASA, CSSA, and SSSA, publishes a flagship journal. The three societies also publish additional journals both individually and as copublications of two or more of the societies.

General Procedures

Contributions to all ASA, CSSA, and SSSA journals must be prepared according to instructions given in the *Publications Handbook and Style Manual* (<https://www.agronomy.org/publications/journals/author-resources/style-manual>). Each journal's online instructions to authors contains the most recent requirements for manuscript preparation and submission.

Journal manuscripts are submitted via an online manuscript submission system. Upon submission, each paper is assigned a manuscript number, and a record is created in the electronic system that holds all the submission and review information. The author is automatically sent an acknowledgment email upon submission.

The majority of ASA, CSSA, and SSSA journals use the single-blind peer-review process, whereby the names of the reviewers are hidden from the author. A few journals, as noted below, use a double-blind review process, whereby the names of the reviewers are hidden from the authors and the names of the authors are hidden from the reviewers.

The online manuscript submission system allows editors, reviewers, and authors to see the current status of articles. The entire review process, documentation and reporting, and correspondence up to the final decision are handled within the manuscript submission system.

Each journal follows a similar workflow: Once a paper is submitted, the editor assigns the paper to a technical editor (or associate editor for those journals without technical editors). If the editor and technical editor determine that the paper should continue in the process, the technical editor assigns an associate editor. The associate editor assigns reviewers via the online submission system.

The editor or technical editor may decide to release a paper prior to official review. Reasons for release prior to review are outlined in more detail in Chapter 2.



Marketing Overview

Lauren Coleman, Publications Operations & Marketing Manager
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2022 Marketing Priorities

01

Increase submissions to journals by at least 5%. Larger journals will work to increase submissions from underserved geographical areas and increase the quality of submissions.

02

Increase usage of published papers.

03

Recruit authors, reviewers and editors from diverse backgrounds.

04

Enhance visibility and reputation of journal portfolio within both ASA-CSSA-SSSA membership and the greater industry.

Marketing Tactics

1. Attend and sponsor relevant science conferences to meet and network with subject matter experts.
2. Connect with the research community through social media and email marketing, as well as targeted advertising campaigns.
3. Host webinars with partner societies to present new research to scientists in our industry.
4. Observe global awareness events with free-to-read virtual issues and social media advertising.
5. Publicize the latest research through media pitching, web stories and magazine articles.



Questions?
