

Finding your way through the editorial process

Cecil C. Konijnendijk

Editor-in-chief, Urban Forestry & Urban Greening
Professor, Department of Forest Resources Management, University of British Columbia,
Canada
cecil.konijnendijk@ubc.ca

This presentation provides an overview of the editorial process for peer-reviewed scientific journals. Cecil Konijnendijk, who has been editor-in-chief of the Elsevier journal 'Urban Forestry & Urban Greening' (UFUG) since its establishment in 2002, presents the process step-by-step, both from the perspective of the author and that of the journal editor. The presentation is specifically aimed at graduate students and early career researchers who are less familiar with publishing in peer-reviewed, scientific journals.

First, the typical editorial set-up and aims of a scientific journal are presented, based on UFUG. The respective roles of editor-in-chief, associate editor, editorial board, journal manager, etc. are described.

From the authors' perspective, the presentation starts with how to select the right journal for your work. Next, it discusses how to make sure that your initial submission is as good and complete as possible, without 'cutting corners'. The online submission process is explained, using the example of Elsevier's Evis system. The different phases of the peer review and decision process are then presented, namely: initial online submission, technical revision, peer review, revision after the initial reviewer comments (and possibly further revision), final decision on your paper, and preparing your article for publication. Next, the presentation focuses on the feedback from the reviewers, and how to deal with reviewer comments. Typical pitfalls are highlighted, and suggestions are provided for making the editorial process as smooth as possible. The latter include, among other, obtaining feedback from colleagues prior to submission; avoiding incomplete submissions and poor language; respecting the journal guidelines in terms of length, formatting, etc.; placing your work in a wider research context and highlighting its novelty; responding constructive to reviewer comments (even if these seem unfair); and maintaining a good dialogue with the journal editors.

From an editor's perspective, Cecil will present his experiences from Urban Forestry & Urban Greening, as well as other publications. What are the things an editor is looking for? How much time do editors spend with papers during the different steps of the process? How much do we rely on our reviewers? What are some of the things that can annoy editors – or on the other hand make them smile?

Useful Links:

- <https://www.journals.elsevier.com/urban-forestry-and-urban-greening/>
- <https://www.elsevier.com/connect/7-steps-to-publishing-in-a-scientific-journal>