DOAJ Introduction & Overview

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DOAJ OPEN GLOBAL TRUSTED

Welcome!

Please introduce yourself – name, organisation, country

What are your expectations and what do you hope to take away from this training?
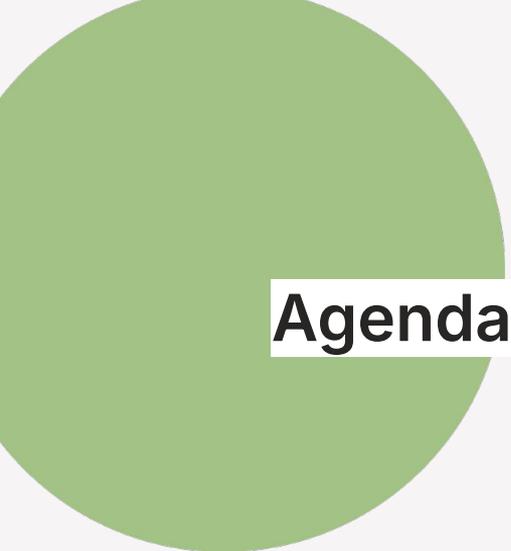
DOAJ

Acknowledgment

Curriculum

Module 1: DOAJ introduction & overview

Module 2: Submitting a scholarly journal application to DOAJ

Module 3: Best publishing practices for scholarly journals
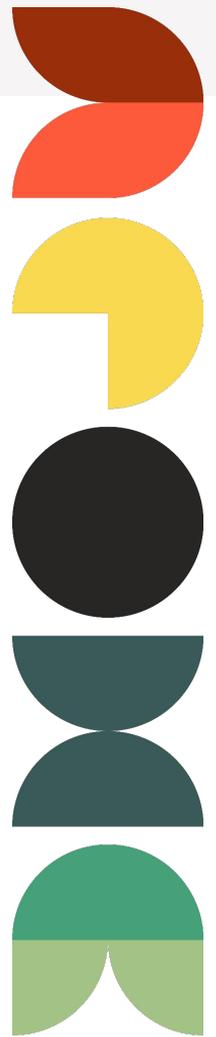
Module 4: Maintaining research integrity and ethics

DOAJ

Agenda

- What is "Open Access"?
- What is the Directory of Open Access Journals?
- Criteria for inclusion
- Apply for inclusion
- Editorial process
- Support DOAJ

Open Access defined

- Immediate and free access to the reader to scholarly material (books, journals) without any barriers (e.g. pay a fee, delayed access)
- Copyright is defined
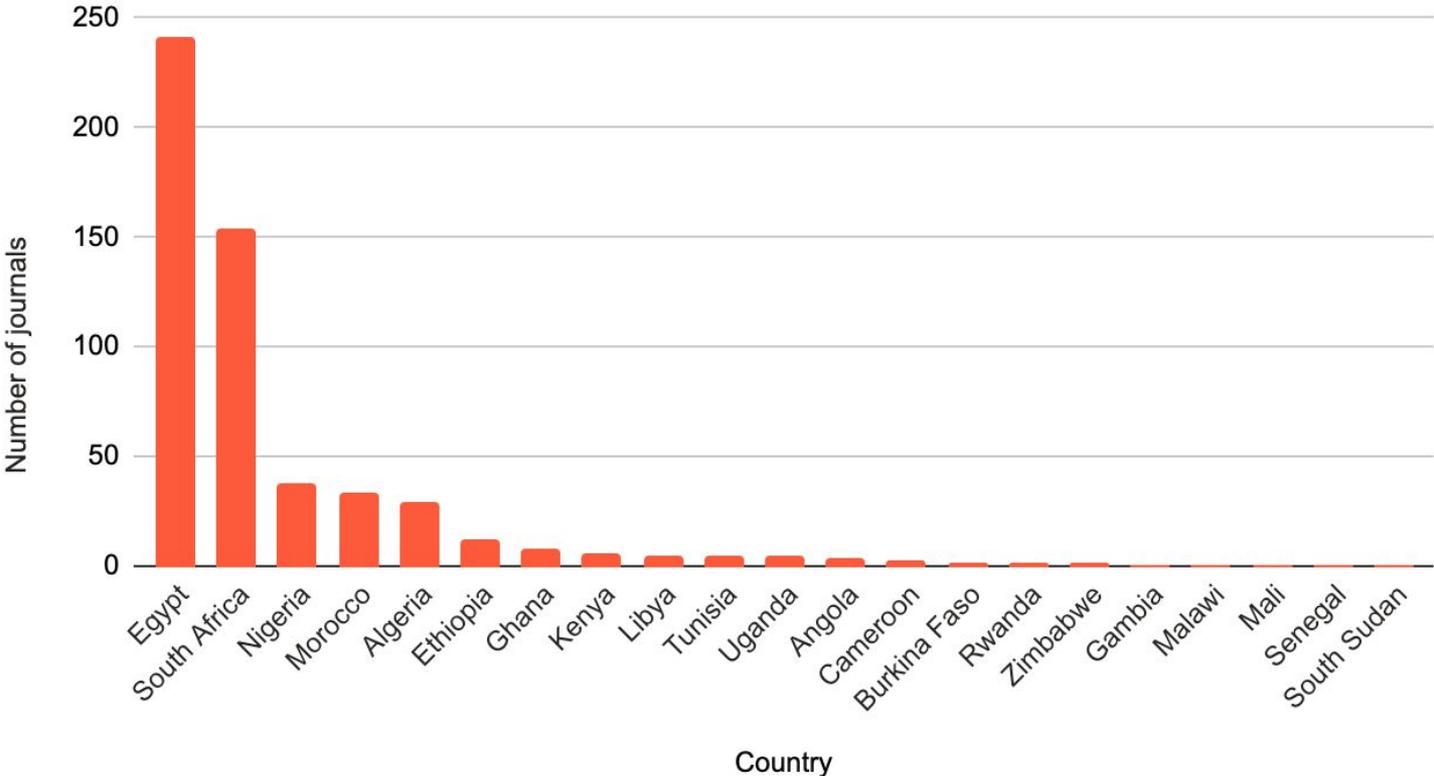- User rights are defined (Creative Commons Licence)

DOAJ

https://doaj.org/   https://www.doabooks.org/

Number of journals indexed in DOAJ from Africa 2024

Bar chart showing the number of journals indexed in DOAJ from Africa in 2024 by country. The y-axis shows "Number of journals" ranging from 0 to 250, and the x-axis shows "Country". Values approximately: Egypt 240, South Africa 153, Nigeria 37, Morocco 33, Algeria 28, Ethiopia 12, Ghana 8, Kenya 5, Libya 4, Tunisia 4, Uganda 4, Angola 3, Cameroon 2, Burkina Faso 1, Rwanda 1, Zimbabwe 1, Gambia, Malawi, Mali, Senegal, South Sudan (near 0).

Data collected 2 October 2024

Only **21** out of **54** African countries are represented in DOAJ

Country journals not on DOAJ

- Aland Islands (0)
- Algeria (20)
- Angola (3)
- Benin (1)
- Botswana (3)
- Brazil (1)
- Burkina Faso (3)
- Burundi (1)
- Cameroon (13)
- Canada (1)
- Congo, Democratic Republic (7)
- Congo, Republic (1)
- Côte d'Ivoire (5)
- Egypt, Arab Rep. (24)
- Eritrea (1)
- Eswatini (3)
- Ethiopia (53)
- Gambia, The (2)
- Ghana (39)
- Kenya (50)
- Lesotho (1)
- Libya (5)
- Madagascar (1)
- Malawi (5)

- Mauritius (3)
- Morocco (3)
- Mozambique (1)
- Nigeria (303)
- Rwanda (10)
- Senegal (7)
- Sierra Leone (1)
- South Africa (106)
- South Sudan (1)
- Sudan (3)
- Tanzania (36)
- Togo (2)
- Tunisia (5)
- Uganda (13)
- Zambia (2)
- Zimbabwe (14)

AJOL
AFRICAN JOURNALS ONLINE

DOAJ

What is the Directory of Open Access Journals?

About DOAJ - Directory of Open Access Journals

1

A unique and extensive index of diverse peer-reviewed open access journals.

2

Mission to raise profile, visibility and impact of all quality OA journals, globally regardless of discipline, geography or language.

DOAJ

About DOAJ - Directory of Open Access Journals

3

Our criteria are an unofficial gold standard for open access journal publishing, trusted across the scholarly community.

4

Our services and metadata are provided completely free of charge to all.

DOAJ

DOAJ and the history of open access

20 YEARS OF DOAJ

2003

Founded in 2003 during the "Innovation Years" of open access

2014

Soon became the primary index for Open Access journals

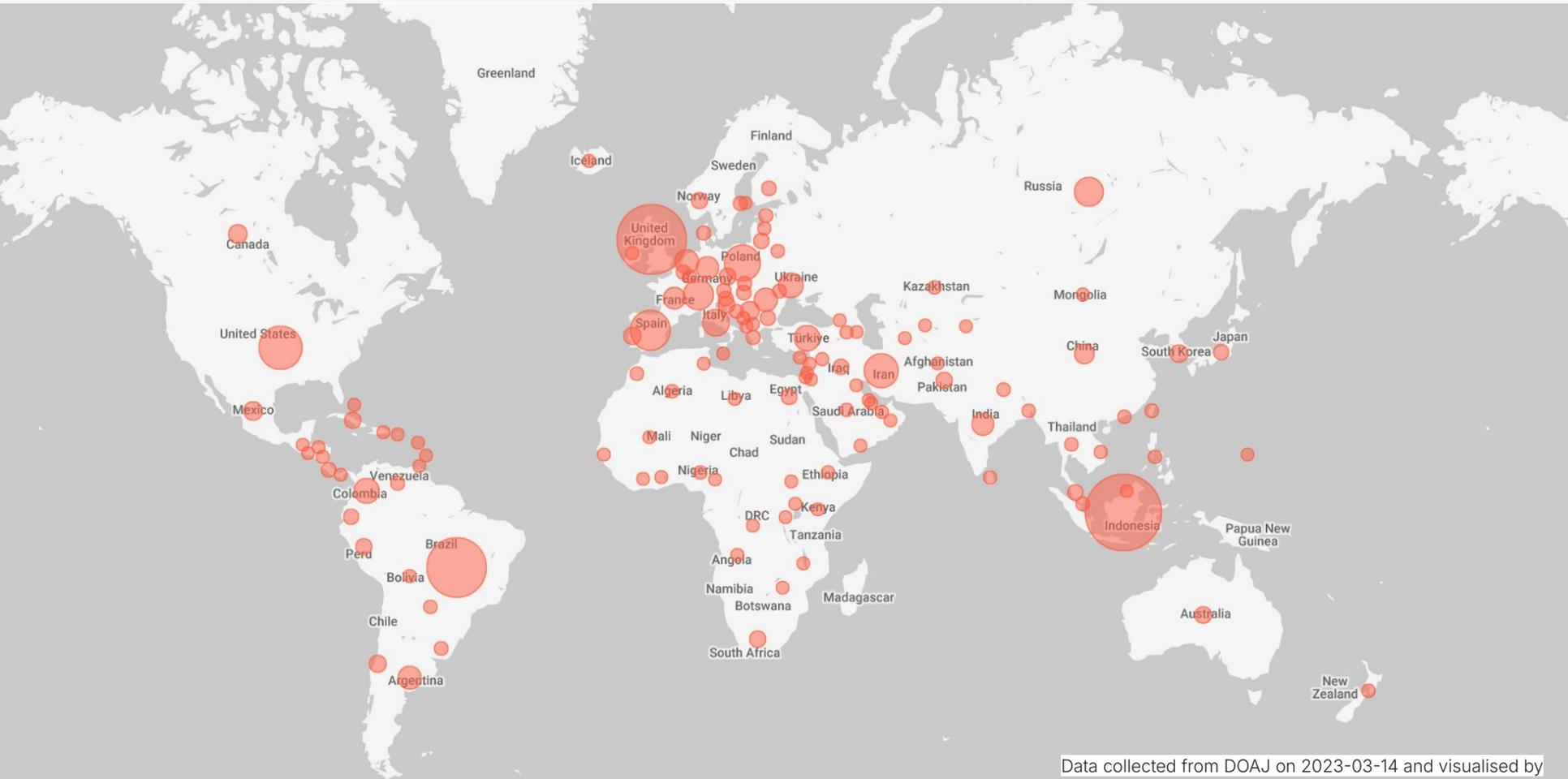Inclusion criteria are extended to ensure only trustworthy journals are indexed

2016

Established our Ambassador programme to support and develop open access journals worldwide

2020 onwards

Integrated into funder open access policies and workflows worldwide, for example Plan S Journal Checker Tool, the South African DHET list and the Indian Medical Journals list

Geographic spread of journals in DOAJ

80 languages

135 countries

20,951 journals

DOAJ statistics 2023

7,926 applications & **4,126** update requests from journals

24% of applications accepted for inclusion

Average review time **under three months**

20 core staff, **>100** volunteer editors & **21** ambassadors

DOAJ

Journals from societies and university presses ↘

Journals from areas and languages under–represented in other databases →

DOAJ →

Library discovery systems, services and advice →

Diamond / S20 journals ↗

Why index journals in DOAJ?

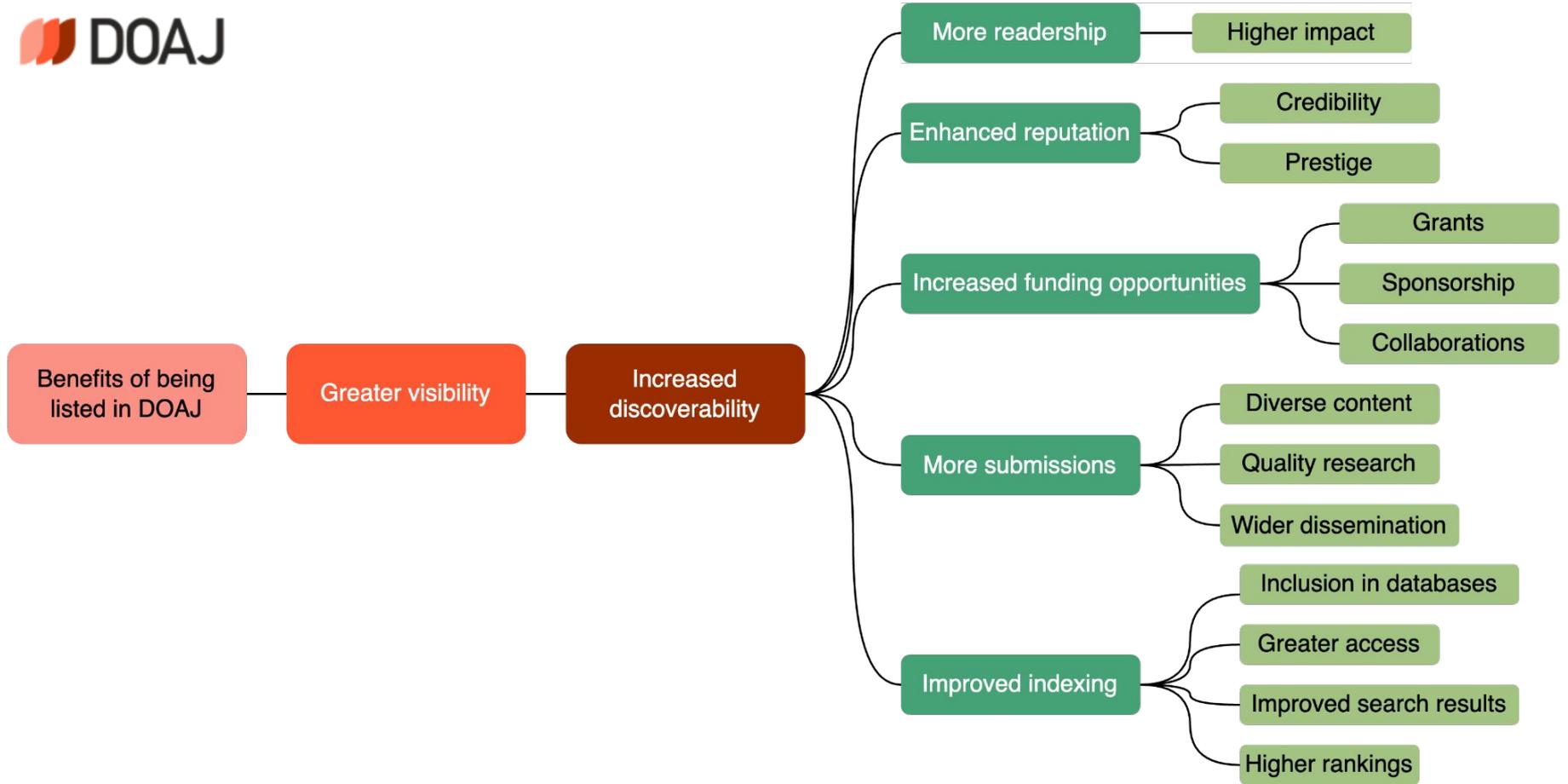Demonstrate your journal meets good publishing standards

Attract more authors and readers locally and from around the world

Inclusion of Journals in local languages

Increase discoverability of your journal in search engines and indexing services

Enhance the reputation and societal impact of your journal (also in your country)

DOAJ index included in government lists like DHET(South Africa)

DOAJ

DOAJ

Benefits of being listed in DOAJ
— Greater visibility
— Increased discoverability
- More readership
  - Higher impact
- Enhanced reputation
  - Credibility
  - Prestige
- Increased funding opportunities
  - Grants
  - Sponsorship
  - Collaborations
- More submissions
  - Diverse content
  - Quality research
  - Wider dissemination
- Improved indexing
  - Inclusion in databases
  - Greater access
  - Improved search results
  - Higher rankings

Our ambassador programme

DOAJ Ambassadors are volunteers from all over the world.

Ambassadors...

- promote journal quality and the importance of standards

- advocate for open access

- promote DOAJ

- support DOAJ indexing for local journal editors and publishers

Ambassadors Gimena del Rio Riande and Ivonne Lujano

DOAJ

In 2023, Ambassadors took part in **61 public engagements and events** around the world

———

DOAJ as an open scholarly infrastructure…

1

cannot be bought or sold.

2

is committed to openness, diversity and accountability.

3

has adopted the Principles of Open Scholarly Infrastructure in 2022.

4

collaborates with other open infrastructures to drive change towards an open and transparent culture.

DOAJ

DOAJ and the community

Founders of

THINK CHECK SUBMIT

Open Access Journals Toolkit

Publishers Learning & Community Exchange

Partners of

DIAMAS

CRAFT-OA

eosc

OpenAIRE

DOAJ

Open Access Journals Toolkit

- Self-guided online resource
- Launched in 2023 by OASPA and DOAJ
- Content created by a diverse Editorial Board of experts in the field
- Editorial Board responsible for keeping the content up to date
- Available in English and French
- Soon available in Arabic

Open Access
Journals Toolkit

Breaks down essential information for OA journals

Getting started
How to set up an OA journal

Running a journal
Editorial considerations of journal management

Indexing
How to build and maintain your journal's profile

Staffing
How to build roles and responsibilities

Policies
How to develop policies and guidelines for your authors

Infrastructure
Find out more about establishing and running an online journal

DOAJ

Criteria for inclusion in DOAJ

Journal website

- Secure website (https) recommended
- Register a security certificate for journal
  "A small data file used to confirm the authenticity, identity, and reliability of a website or web application. The file contains verified information about the publisher and the domain."
  http://obiter.mandela.ac.za/   vs **https**://obiter.mandela.ac.za/
- No intrusive advertising (pop-ups etc); No misleading metrics/over-optimisation of metrics

DOAJ

https://sajs.co.za/

About the Journal

Vision

To publish and promote the widest diversity of excellent South African research for the local and global academic community and inform policymakers and the public.

Mission

The *South African Journal of Science* is an open access, multidisciplinary journal published bimonthly by the Academy of Science of South Africa. Its objective is to promote the visibility and impact of South African and African research by publishing high-quality original research from Africa or on African-relevant issues that will be of interest to readers in any discipline and for the benefit of scholars, educators, the general public and policymakers. It also provides a forum for discussion of news and developments in research and higher education.

In order to be considered, submissions from countries outside South Africa must show relevance or application beyond an immediate local context – they must have clear relevance or application more broadly on the continent.

Impact factor

Journal Impact Factor™ from Clarivate™ 2022 = 2.4
CiteScore™ from Elsevier™ 2022 = 2.5
[released in 2023]

Journal website

Information must be available and easily findable on:

- Aims/focus and scope

- Open access policy

- Author charges (even if zero)

- Instructions for authors

- Contact details

- Editorial board, with affiliations for all members

DOAJ

Editorial Team

Editor-in-Chief

Prof Cedric de Coning ✉ ⓘ

Research Professor, Norwegian Institute of International Affairs

Senior Advisor to ACCORD

Norway

Managing Editor

Dr Andrea Prah ✉ ⓘ

Research Unit

African Centre for the Constructive Resolution of Disputes (ACCORD)

Durban, South Africa

Editorial Advisory Panel

- Prof Kwesi Aning ⓘ, Director, Faculty of Academic Affairs & Research, Kofi Annan International Peacekeeping Training Centre, Ghana and Clinical Professor of Peacekeeping Practice, Kennesaw State University, Atlanta, USA
- Prof Kasaija Apuuli, Associate Professor, Department of Political Science and Public Administration, Makerere University, Kampala, Uganda
- Dr Solomon Ayele Dersso ⓘ, Founding Director, Amani Africa Media and Research Services, and adjunct Professor of Law, College of Law and Governance Studies, Addis Ababa University, Addis Ababa, Ethiopia
- Prof Geoffrey Harris, Head of the postgraduate Peacebuilding Programme, International Centre of Nonviolence, Durban University of Technology, Durban, South Africa
- Ms Phyllis Johnson, Founding Director and Special Projects, Southern African Research and Documentation Centre, Harare, Zimbabwe
- Prof Chris Landsberg ⓘ, South African National Chair, African Diplomacy and Foreign Policy, Faculty of Humanities, and Senior Associate in the School of Leadership, University of Johannesburg, South Africa

Peer Review

- Journals must apply a rigorous review process

- Peer review by at least two independent reviewers

- Editorial review allowed only for journals in arts and humanities

- Faculty oversight required for student journals

- Describe journal review process on journal website

- Plagiarism checking recommended but not required for inclusion in DOAJ

- State name of checking service or protocol used

DOAJ

Types of peer review
on the DOAJ application form

1 Editorial review

This means that the peer review is only conducted by members from the editorial team, with no external reviewers. This type of peer review is only accepted for arts and humanities journals.

2 Peer review

This means that the author(s), editor and peer reviewers all know the identity of each other. The peer review is confined to only these people.

3 Anonymous peer review

This means that the author(s) do not know the identity of the peer reviewers, but the peer reviewers and the editors know the identity of the authors.

4 Double anonymous peer review

In this type of review, neither the author(s) nor the peer reviewers know each other's identity. The editor(s) knows everyone's identities, and will remove any identifiable information for both the author(s) and the peer reviewers.

5 Post–publication peer review

Instead of doing the review before publication, the journal provides a platform to enable the review to be done in public, with the community acting as peer reviewers. Anyone can make comments on the article published, and identities are not hidden.

6 Open peer review

A peer review can be 'open' in several ways with a focus on transparency, for example through publishing the peer review open, the authors, editors and peer reviewers having an open discussion, open peer review via preprints before publication.

7 Other

Any other type of peer review that does not fit the definitions of the other categories.

Licencing

- Use licensing to:
  - Inform readers how they may reuse content
  - Inform readers of any reuse that is not allowed
  - Protect the author and journal against unauthorised use
- DOAJ recommends use of Creative Commons licenses (or equivalent)
- No charge for using CC Licenses - Choose a CC-license:

  https://chooser-beta.creativecommons.org/
- State your licensing terms on the journal website

DOAJ

Terms

Attribution — **BY**
Others can copy, distribute, display, perform and remix your work if they credit you as the creator.

Share Alike — **SA**
Others can distribute your work only under a license identical to the one you have chosen for your work.

No commercialisation — **NC**
Others can copy, distribute, display, perform or remix your work but for non–commercial purposes only.

No Derivatives — **ND**
Others can only copy, distribute, display or perform verbatim copies of your work.

Licenses

● CC by

● CC by SA

● CC by NC

● CC by ND

● CC by NC SA

● CC by NC ND

economic sector, Higher Education contributes more to South Africa's gross value added than other economic sectors such as Wood and Wood Products, Textiles, Clothing and Leather Goods, or Paper and Paper Products. It is comparable to sectors such as Gold Mining, and Beverages and Tobacco. Taking into account a number of assumptions, which are explained in the text, for 2018 the total economic impact was estimated at about ZAR513 billion. Governmental expenditure on higher education in that year was ZAR66 billion. These figures produce a cost-benefit ratio for the sector of 1 : 7.7, considering only these four university activities.

Significance:

The South African public higher education institutions form a very significant economic sector within the national economy. In terms of the gross value added, it is very similar in size to the gold mining industry. Taking into account four activities of universities, this sector contributes about ZAR500 billion annually to the economy, which is likely to be an underestimate of the actual contribution. This finding opens the way for policymakers to understand the importance of the sector as an area of investment. Recognising the potential limitations of the use of the modelling developed for other economies, our study indicates the importance of further work to indigenise the economic modelling for local conditions.

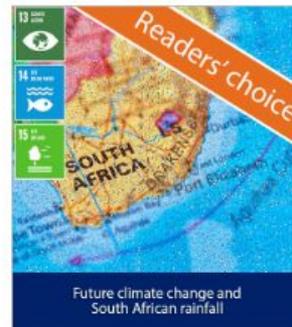METRICS

Vol. 119 No. 9/10 (2023)

SECTION

Research Article

Readers' choice

SOUTH AFRICA

Future climate change and South African rainfall

July/August 2023

SAJS Discussion Series

Discussions on Load Shedding

DOAJ

Copyright

- Copyright of a published work can be held by the author or journal/publisher
- Best practice in open access is for authors to retain copyright
- But DOAJ will accept journals where copyright is transferred
- State your copyright policy on the journal website
- We recommend to provide an author agreement/a link to such an agreement

DOAJ

South African
Journal of Science

[This form must be completed by _all_ authors and authors should be listed and sign in the order in which they appear in the manuscript. The completed form must be uploaded during online submission of the manuscript. Manuscripts will not be considered for publication until the completed form has been received.]

PUBLISHING AGREEMENT

Publisher:	Academy of Science of South Africa
Title of Manuscript:	
Publication:	South African Journal of Science
Name(s) & contact details [address, telephone number, email address] of all Author(s):	

AFRICAN JOURNAL ON CONFLICT RESOLUTION

Author Statement

(To be completed by each author individually. Please print, sign and scan. Electronic signatures are also permitted)

I hereby confirm that I have read the AJCR Guidelines for Authors (accessible here) and that my submission abides by the standards set out in these rules. I further confirm that my submission is entirely based on original research and that all unoriginal or paraphrased content has been clearly referenced according to the Harvard Style (author date: page number). I hereby confirm that my submission has not been published before and is not under consideration for publication elsewhere.

I understand that any copyright infringement or plagiarism in my paper constitutes a serious offence and will lead to an immediate

https://assafza-my.sharepoint.com/:w:/g/personal/nadiag_assaf_or
g_za/EXGWDpigCqFJm-mF_DV_yyQB0OQ9OSe69FAxFeWdcMwajA
?rtime=HOJohyfc20g

https://journals.assaf.org.za/index.php/ajcr/libraryFiles/
downloadPublic/136

DOAJ

Submit an Article

1. Start   **2. Upload Submission**   **3. Enter Metadata**   **4. Confirmation**   **5. Next Steps**

Section

[▾]

Articles must be submitted to one of the journal's sections. *

Submission Requirements

You must read and acknowledge that you've completed the requirements below before proceeding.

☐ The submission has not been previously published, nor is it before another journal for consideration (or an explanation has been provided in Comments to the Editor). Note: If the submission is a revised conference paper, the additional supporting information that must be submitted is detailed below and under "Authors" tab.

☐ All authors have signed the Consent to Publish form and this is included in the submission. The CAJ form that is available online must be used.

☐ The submission file is in OpenOffice, Microsoft Word, or RTF document file format.

☐ The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines below.

☐ Where available, URLs and dois for the references have been provided.

☐ Where available, author ORCID ids for authors have been provided.

☐ The names, affiliations, and email addresses of two potential reviewers to evaluate the manuscript have been provided in the cover letter (for peer-reviewed manuscripts only).

DOAJ

Ideas and information are not covered by copyright,
how they are **expressed** are.

Copyright

Restrictions are sometimes imposed by the publisher even though the author retains copyright...

- The publisher requires exclusive publishing rights. The author no longer holds the copyright without restrictions.
- The publisher requires a transfer of commercial rights or an exclusive grant of commercial rights. The author no longer retains copyright without restrictions.
- "All rights reserved" is never appropriate for open access content.

Copyright best practice

Authors retain copyright of their work

- Publisher has the right of first publication
- Recommended but *not required* for inclusion in DOAJ

Authors also retain full publishing rights

- Publisher is granted non-exclusive rights to publish and distribute
- Publishers cannot license rights to third parties
- Authors can reuse their work without restriction
- Recommended but *not required* for inclusion in DOAJ

DOAJ

Apply for inclusion in DOAJ

Application form

Read our Guide to applying first. It will help you understand the basic criteria that your journal should meet. If you need help with the application form, please contact us.

You can print or download a PDF list of the questions.

Log in or register to submit your application.

Log in to your account

→ Don't have an account? Register here.

Email address or username

email@example.com

DOAJ

Register

DOAJ is free to use without logging in.

You only need an account if you wish to create an application for a journal's inclusion in the DOAJ or you are a volunteer.

Name

> Firstname Lastname

Email address

> user@example.com

I'm not a robot

reCAPTCHA
Privacy · Terms

REGISTER

ⓘ Thank you, please verify email address inacsmith@gmail.com to set your password and login. (Dismiss)

Please visit https://doaj.org/account/reset/32917a3a8c184f11a95ff776ec08942b and choose a password. You have 14 days from the date of this email. After 14 days, go to https://doaj.org/account/forgot and enter your email address. This will let you set a password.

Hi Ina Smith

Please set your new password.

Password

```
•••••••••
```

Repeat Password

```
•••••••••
```

UPDATE

If you have any difficulties with your account, please contact us.

DOAJ

DOAJ

OPEN
GLOBAL
TRUSTED

SEARCH ⌄   DOCUMENTATION ⌄   ABOUT ⌄

Application form

Guide to applying

The DOAJ Seal

Transparency & best practice

Publisher information

Licensing & copyright

ⓘ New password has been set and you're now logged in. (Dismiss)

DIRECTORY OF OPEN ACCESS JOURNALS

DOAJ

DOAJ OPEN GLOBAL TRUSTED

SEARCH ⌄   DOCUMENTATION ⌄   ABOUT ⌄   DASHBOARD ⌄   LOGOUT ⟶

🔓 Open access compliance

You are now logged in. When you submit your application, it will be registered to this account. Please note:

1. The application form takes approximately **30 minutes** to complete.
2. Your progress is automatically saved.
3. You can return to this application at any time by clicking _My account → Publisher_ at the top.
4. You can _print or download_ a PDF list of the questions.
5. You must apply online.

DOAJ only accepts fully open access journals

Open Access is the condition where the copyright holder of a scholarly work grants usage rights to others using an open license (Creative Commons or equivalent) allowing for immediate free access to the work and permitting any user to read, download, copy, distribute, print, search, or link to the full texts of articles, crawl them for indexing, pass them as data to software, or use them for any other lawful purpose.

Does the journal adhere to DOAJ's definition of open access? ⑦

○ Yes

○ No

The journal website must display its open access statement. Where can we find this information? ⑦

Link to the journal's open access statement

https://www.my-journal.com/open-access

When did the journal start to publish all content using an open license? ⑦

[   ]

APPLICATION PROGRESS

① Open access compliance
② About
③ Copyright & licensing
④ Editorial
⑤ Business model
⑥ Best practice
⑦ Review your answers

RELATED HELP

Guide to applying

The DOAJ Seal

Transparency & best practice

Why index your journal in DOAJ?

DOAJ

SAVE THE DRAFT   NEXT

Editorial process

To be considered, journals must apply …

The journal must…

- Meet DOAJ basic criteria

- Be fully open access

- Be actively publishing peer-reviewed research

DOAJ

DOAJ Review and decision

Application

Publisher/editor

Initial checks

DOAJ Triage team

Independent review

DOAJ Editorial team

Final decision

DOAJ Managing Editor
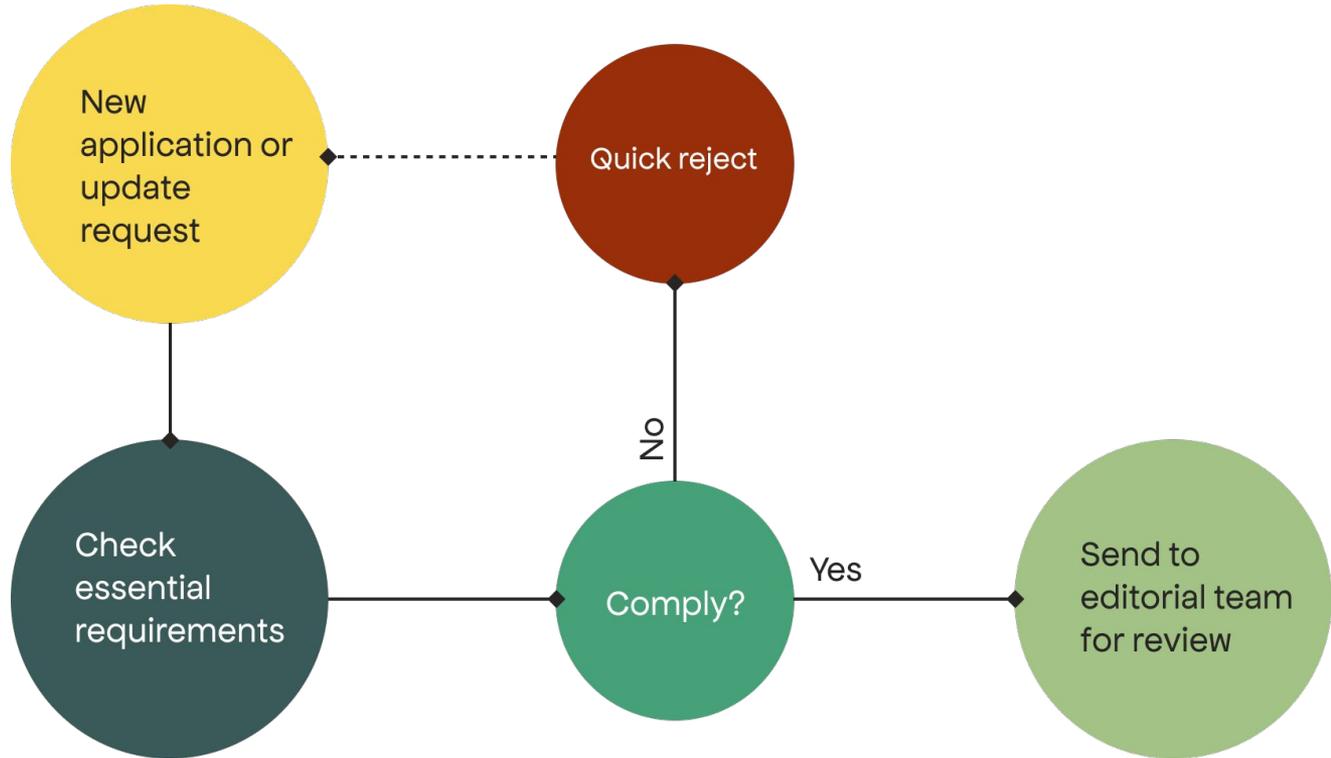
Feedback

Publisher/editor

DOAJ

Initial checks are made by the Triage team

These checks include…

- ISSN(s) are fully registered at issn.org

- Journal website is available

- Full text articles are available without delay or registration

- Copyright and licensing information are available

DOAJ

DOAJ Triage

Rejection at Triage stage

- Journal is not fully open access

- ISSN is not fully registered at issn.org

- Not enough research content has been published

- Individual full text articles are not available

- URLs in application don't lead to the information required

- No licensing information

DOAJ

Rejection after full review

- Incorrect information is given in application

- Required information is unclear or missing from website

- Information is not the same in all languages used on website

- Peer review process is inadequate

- Licensing/copyright policy is unclear

- Journal makes false claims to be indexed in DOAJ or other services

- Journal does not employ good publishing practices

DOAJ

Final decision by DOAJ staff

DOAJ Managing Editor...

- Reviews application and recommendation

- May undertake further review or return with queries

- Makes final decision to accept or reject

DOAJ

Feedback to publisher

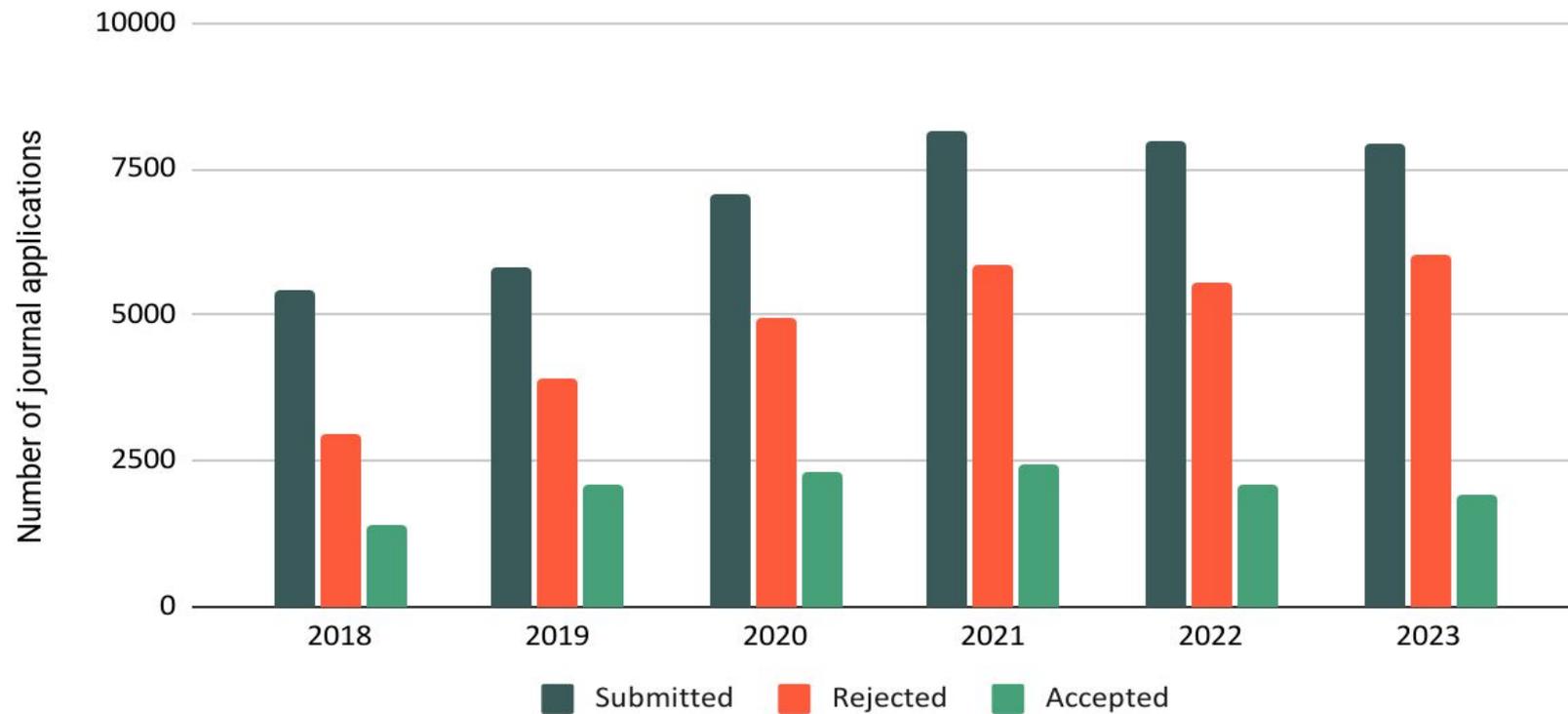**After final decision…**

- Automated email sent to journal accepted for inclusion

- Journal appears in DOAJ immediately

- Automated or manual email sent to rejected journal

- Publisher/editor must usually wait for 6 months before reapplying

DOAJ

Current application processing time:
3 months

———

Number of journal applications by year (2018–2023)

Legend: Submitted, Rejected, Accepted

DOAJ

DOAJ criteria, application process, and (sometimes) rejection help journals increase their own standards.

"DOAJ indexing was a difficult but doable process. We enjoyed working with the DOAJ team as support in the work process."

"Firstly, our application was rejected, as we did not have proper copyright arrangements. After that, we consulted with some experts and lawyers, adopted the CC copyright model, and arranged everything else in order to really become an open access journal."

Help and documentation

- Guide to applying

  https://doaj.org/apply/guide/

- Reference version of the application form

  https://doaj.org/static/doaj/docs/2023-07-04-DOAJQuestions.pdf

- DOAJ application guide for OJS journals

  https://docs.pkp.sfu.ca/doaj/en/

- DOAJ helpdesk

  helpdesk@doaj.org

DOAJ

Supporting DOAJ

How DOAJ is funded

80% of income from the community

20% of income from publishers

- **600+** University libraries from **36** countries
- **17** Library Consortia from **13** countries
- **10** Research Funders/Academies of Science
- **30+** smaller publishers
- **25+** larger publishers and aggregators

How DOAJ was founded

DOAJ was founded by a librarian (Lars Bjørnshauge) after a suggestion from the audience at the Nordic Conference on Scholarly Communication in **2003**. Bo-Christer Björk compiled the first list of **300 journals**.

How librarians and research support staff use DOAJ

- Our metadata is integrated with library discovery systems & gives users access to a more diverse range of content
- Our metadata is used in other systems used by libraries and enabling a transition to OA, eg. Unsub, Plan S Journal Checker Tool, Sherpa Romeo

How librarians and research support staff use DOAJ

- Source of trusted quality journals when advising researchers where to publish
- Checking for inclusion in DOAJ is embedded in Open Access workflows, i.e. allocating funding for APCs

Why support DOAJ?

1

Funding from libraries enables our commitment to being 100% independent.

2

Data and services can be open and free to everyone.

3

DOAJ has been created and is developed by the community, for the community.

DOAJ

Why support DOAJ?

4

Supporting open infrastructure is a strategic choice for libraries, and demonstrates a commitment to open research and a sustainable future for open infrastructure.

5

Demand for (and pressure on) our services is increasing in line with the growth of Open Access.

DOAJ

Questions?

Ina Smith
DOAJ Ambassador
ina@doaj.org

Katrine Sundsbø
Community Manager
katrine@doaj.org

Licensing

Journal articles

Attribution?
- No → PUBLIC DOMAIN
- Yes → **Commercial use allowed?**

Commercial use allowed?
- No → **Modifications allowed?**
- Yes → **Modifications allowed?**

Modifications allowed? (left / No commercial)
- No → CC BY NC ND
- Yes → **Modified work shared under same licence?**
  - No → CC BY NC
  - Yes → CC BY NC SA

Modifications allowed? (right / Commercial)
- No → CC BY ND
- Yes → **Modified work shared under same licence?**
  - No → CC BY
  - Yes → CC BY SA

DOAJ