

### Analyses for Journal Development

Annual content and field analysis includes the evaluation of the research field, journal submissions, publications and rejected papers. Such analyses help facilitate review of editorial criteria, updates to the journal scope and the creation of a strategy to attract high quality submissions. An annual review of the Editorial Board is also a valuable tool in driving journal success.

For more context, please visit the editorial best practice [webinars](#) here.

### Reviewing Journal Metrics

- Good author service, in particular ensuring editors are giving timely decisions and keeping authors informed of delays, will help attract resubmissions from authors. In the natural & medical sciences for example, 10 days pre-review and 45 days post-review are considered timely.
- Journals should represent their community and publish without biases. Ensuring the diversity of authors seen in submissions is reflected in the publications is considered good practice, as well as, aiming to consider community input by peer-reviewing ~ 60–70% of submissions.

### Field Analysis

- Databases such as Web of Science and Dimensions use keywords to allow investigation of papers published within sub-disciplines. Comparing volumes of papers published within sub-disciplines over different years, can be used to identify growing/emerging areas. Adding citations to the analysis gives visibility of higher impact areas. This information can be used to update your journal scope to address areas where you would like to attract new submissions.
- Ranking your journal's published papers from the previous year by citation and comparison with a slightly aspiring competitor journal –allows identification of higher impact areas your journal may have missed.
- Commissioning collections and reviews can help attract more submissions from higher impact areas.

### Rejection-tracking

- Your Publisher can supply data on which competitor journals have published your rejected papers.
- Analysis of all rejections provides an opportunity to review rejection criteria and ensure papers from higher impact sub-disciplines are not consistently being rejected.

### Annual Editorial Board Review

- Editor and field activity should help inform your annual Editorial Board review. For example, consider recruiting more editors if the journal has high editor workloads from increasing submissions (recommended ~15–20 submissions /editor/year to enable review of ~60–70% of manuscripts), slow decision times (reflective of high workloads), there is a change in regional diversity of submissions, or submissions from emerging areas require new expertise.
- It is also best –practice to off-board inactive editors and replace them.
- See [Building an Editorial Board](#) for further information on how to recruit and train new editors.