



Open Access Journal Evaluation Worksheet

Journal Title Evaluated: _____ Print ISSN: _____

Publisher: _____ Online ISSN: _____

Journal URL: _____

Journal Evaluation Criteria	Yes	No	Unclear
1. The journal's title and design are unique, does not mimic an established journal, and represents the intended subject area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The journal's ISSN and EISSN are identified on its Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The scope of the journal is clearly stated on its Web site and the content subject area is well described.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The journal's intended audience is researchers or practitioners. Articles that have been submitted qualify as scholarly research.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Journal articles that have been submitted are within the scope of the journal, meet the standards of the discipline, and full text articles are easy to access and download.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Journal articles that have been submitted are unique. If republished from other venues/outlets, attribution is identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The journal's articles have functioning DOIs (Digital Object Identifiers).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Plans for archiving the journal's articles and allowing permanent access are identified on its Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Journal articles are subjected to peer review and the journal's peer review process, policies, and procedures are described on its Web site. Peer review is provided by experts in the subject field.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The amount of time dedicated to peer review is identified on the journal's Web site and is realistic.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The journal's Web site is unique in design and layout. It is well maintained and includes accurate spelling, punctuation, correct grammar, and live, up-to-date hyperlinks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. The journal editor's name, institutional affiliation, and contact information, including physical address, mailing address, email, and working telephone number, are identified on its Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Information about the owner and publisher of the journal is identified on its Web site. Complete contact information is provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. The journal's publisher and editor operate in the same country in which they utilize for their physical mailing addresses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. The journal has a unique editorial board with members who are recognized experts in the subject area(s) included within the journal's scope. The full names and institutional affiliations of the journal's editorial board members are provided on its Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. The journal's Web site advertises an impact factor that is legitimate, correct, and verifiable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Journal Evaluation Criteria (continued)	Yes	No	Unclear
17. The journal is indexed in legitimate abstracting and indexing services appropriate for its subject area and claims are verifiable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. The journal's publishing schedule is identified on its Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Article submission requirements for potential authors are clear and available on the journal's Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Author fees or charges that are required for manuscript processing and publishing are identified on the journal's Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Copyright information and licensing terms are described on the journal's Web site and licensing terms are identified on articles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. The journal's Web site describes how its publisher/editor will prevent the publication of any papers found to be associated with research misconduct, including plagiarism, citation manipulation, or data falsification/fabrication. It also describes how they will investigate and resolve allegations of any research misconduct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. The journal's Web site identifies its policies on handling potential conflicts of interest of editors, authors, and reviewers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Advertising is minimal and does not interfere with site navigation or content access.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Direct marketing activities, including solicitation of manuscripts, are described on the journal's Web site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. As indicated below, the publisher is a member of OASPA and COPE (and others if applicable):			
• Open Access Scholarly Publishers Association (OASPA) (http://oaspa.org)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Committee on Publication Ethics (COPE) (http://publicationethics.org)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• World Association of Medical Editors (WAME) (http://www.wame.org)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• International Association of Scientific, Technical & Medical Publishers (STM) (http://www.stm-assoc.org)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. As indicated below, the journal is properly indexed in Ulrichs and DOAJ (and others if applicable):			
• Ulrichs International Periodical Directory (http://libraryguides.uwsp.edu/go.php?c=14751034)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Directory of Open Access Journals (DOAJ) (http://www.doaj.org)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Others: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total			

Notes: _____
