

GENERAL INFORMATION



2nd International Nursing Conference, Sept. 27 – 29, 2017 in Kigali, Rwanda.

A follow-up visit with the [Rwanda Journal Series F: Medicine and Health Sciences \(RJMHS\)](#) was made possible by the Elsevier Foundation in September 2017. The visit was in conjunction with the [2nd International Nursing Conference](#) (Sept. 27-29, 2017) setup by the University Rwanda (UR) and its College of Medicine and Health Sciences (CMHS). I was invited to give a keynote and workshop on the 2nd day of the conference on the topic of scholarly publication for authors. 150+ students and researchers attended the workshop and can be considered potential authors of for the RJMHS.

The combination of the conference and the follow-up visit was right in time, allowing for the editors and the editorial officer of RJMHS to follow up on a few tasks that were at hand by the time I left end of July 2018 after a four week appointment by the Elsevier Foundation and the African Journal Partnership Program.

The follow-up visit was to check-in on the progress and continue the support with the following tasks:

- Raise the online visibility of the journal and its brand.
- Progress with the selection and assignment of peer reviewers for submitted manuscripts to the RJMHS.
- Take measure of time commitment from editors is sufficient to ensure a timely editorial workflow.
- Hold an additional author workshop in addition to the one at the 2nd Int. Nursing Conference.

MAIN OBJECTIVES AND ACCOMPLISHMENTS OF THE VISIT

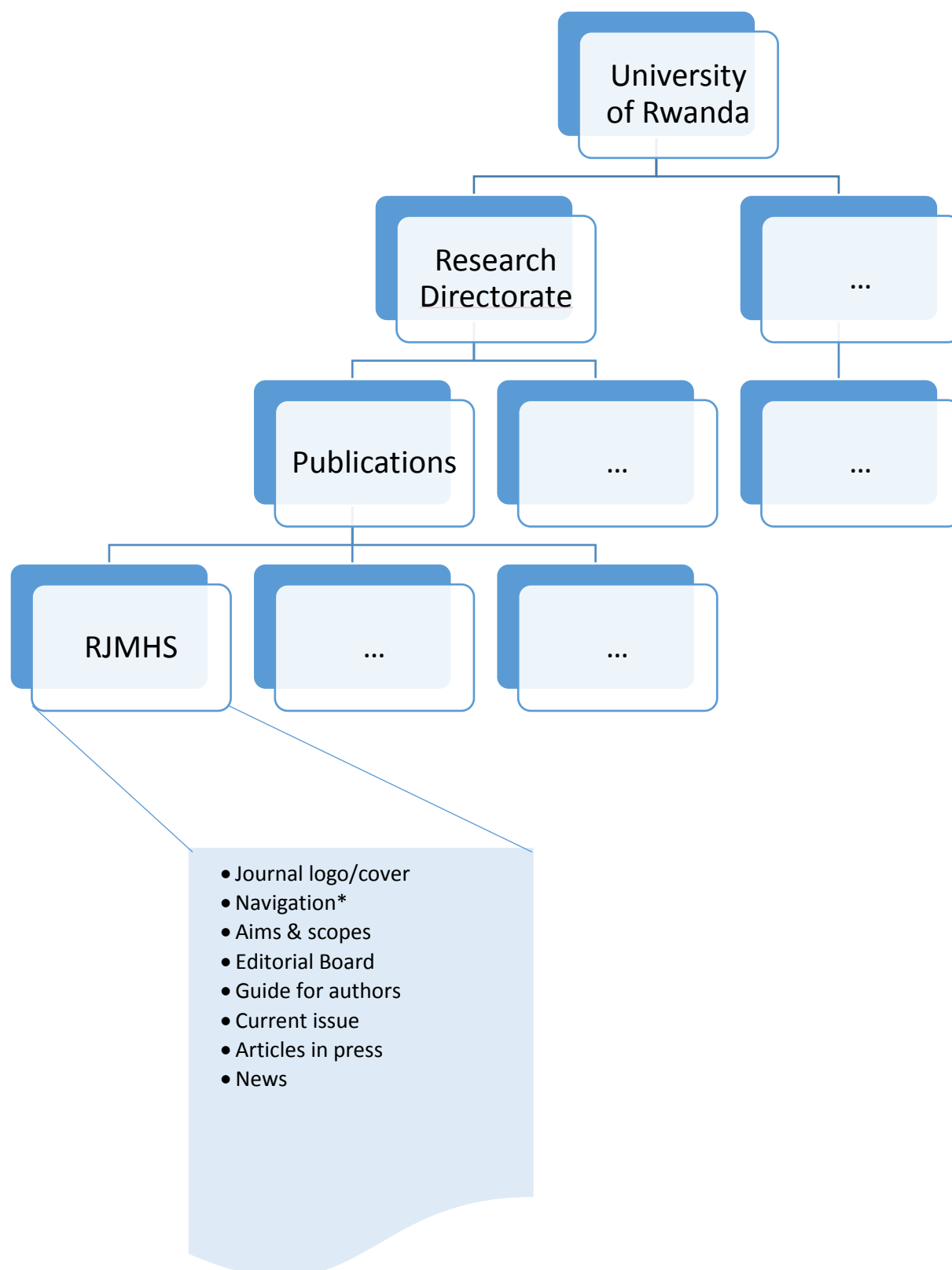
Raise online visibility of RJMHS

I asked the editorial officer if he is aware what the status of the application of indexing RJMHS in the Directory of Open Access Journals (DOAJ) is. I suggested to follow up on the application filled by Juliana earlier but no further insights could be gathered.

An earlier idea was to use the publication of the next issue of RJMHS to trigger an email newsletter send to editorial board members, reviewers and potentially authors as well to promote the journal.

One major issue is the findability of the journal online. On the African Journals Online (AJOL) platform the RJMHS is still “buried” under the general name “Rwanda Journal” and being one of eight published journal out of the University of Rwanda.

All Rwanda Journals of... are difficult to find on the university’s website and it was suggested to use the following navigation trail was suggested for further consideration to ease the findability.



Peer Review

Invited reviewers are still slow in their response. Suggestion was made to involve editorial board members to either review or suggest potential peers to review submissions.

To speed up reviewer response it was suggested to inquire with the Research Directorate if there is a way to count the number of reviews and make them part of the evaluation process for promotion. Furthermore it was suggested to inquire with all department heads within the College of Medicine and Health Sciences to suggest 5-8 potential reviewers. Afterwards arrange for a workshop to ensure a standard quality of peer review reports.

In addition it was suggested to use Scopus to identify potential reviewers for submissions to the journal. The Editor-in-Chief, Prof. Dr. Jean Bosco Gahutu, has an account donated by the Elsevier Foundation which can be utilized for this purpose.

Time commitment

The Editor-in-Chief (EiC) is a very busy man. A regular time schedule to follow up on editorial tasks has not been established yet to my knowledge. The EiC usually sits down together with the Editorial Officer (EO) to make editorial decisions. It is suggested to get the EiC to do this on his own and use the freed up time of the EO for other important tasks around the journal.

ScholarOne

The system was setup and training by Juliana during her visit in January 2017 and seems to be working well. A few tweaks have been introduced during my visit, in particular the reporting tool. However, it is important to find out about the possibility to include an automated plagiarism check. The EO was asked to inquire with his contacts at ScholarOne about this possibility. This needs to be checked upon and maybe some assistance is required to move this forward.

AJOL

The African Journal Online (AJOL) platform is used to host and disseminate the published articles of the RJMHS. However, articles in press are not being uploaded and shown on the platform. Due to the long time between issues (two per year) it is highly recommended to find a way to make articles in press publicly available. This will support authors to showcase their work as well as help with citations early on.

The following suggestions for further actions were made:

- Inquire with DOAJ to see what the status of indexing RJMHS in their database is.
- Follow up of name change status of RJMHS from “Rwanda Journal, Series F: Medicine and Health Sciences” to “Rwanda Journal of Medicine and Health Sciences”. If implemented assist and mentor the issue of a new ISSN and listings in the appropriate dissemination services.
- How can the time dedicated to peer review by academic staff be counted into their work load? This needs attention from the Research Directorate to make a decision if this can be considered as a potential solution for all Rwanda Journals to solicit sufficient peer review time.
- Inquire with AJOL if a section for “articles in press” can be made available on their website. If not, what other potential ways are there, e.g. journal homepage etc.?

Author & reviewer workshop

One of the author and reviewer workshops, scheduled for September 27th, 2017, had to be cancelled due to an all staff meeting.

The 2 hrs author workshop at the 2nd Int. Nursing Conference, setup as keynote on the 2nd day of the conference, was attended by 150+ participants and highly interactive.

ATTACHMENTS

Workshop photos







