**Journal Editor’s Quarterly Report to AJPP**

Name of Journal Provide Response

**Quarters**

Q1 October-December

Q2 January-March

Q3 April-June

Q4 July-September

**Journal Management**

Report changes in journal management including changes in Editors, Editorial Staff, Editorial Board/Committee, Management Board/Committee, and changes in arrangements with Publisher

Provide response

**Editorial Activities**

Report any recent Editorial activities (Meetings, changes in editorial or peer review processes)

Provide response

Use and challenges with ScholarOne Manuscripts

Provide response

Use and challenges with XML conversion with SPi Global

Provide response

Implementation of DOI with AJOL or otherwise

Provide response

**Website activities**

Report any updates to the website or changes with website content, design or challenges

Provide responses

Latest issue available at (provide issue volume/issue and date of publication):

Journal website  Vol, iss, mon, year

AJOL  Vol, iss, mon, year

PubMed Central  Vol, iss, mon, year

Medline  Vol, iss, mon, year

Update on applications to major indexers:

Provide response

Number of visits to site in the reporting quarter (dated):

Indicate visits, downloads and views

**Workshop/Training programmes**

If more than ONE workshop held, please provide same information as an appendix to this file.

Include information about:

Topic

Type of participants

Number of participants

Resource persons

Venue

Duration

Funding

Is a Full Report on the workshop or training activity submitted to AJPP (for posting to the website)? Respond Yes, No, Not Yet

Do you intend to organize any workshops in the future? Include information on proposed workshops

Please indicate

**Partner interactions**

Describe any interactions that have occurred between your partners (including visits, technical support, communication etc)

Provide responses

**Finance**

Indicate transfers from AJPP in USD (indicate numerical value only)

Q1

Q2

Q3

Q4

Others

Remaining balance of AJPP funds as of this report (Amount in USD)

Q1

Q2        
Q3

Q4

Any other sponsorship or funding for journal activities

**Any other matter of relevance**