

Best Practices of Publishing Scholarship in *CLCWeb: Comparative Literature and Culture*
<<http://docs.lib.purdue.edu/clcweblibrary/clcwebbestpractices>>

CLCWeb: Comparative Literature and Culture—the peer-reviewed, full-text, and open-access quarterly in the humanities and social sciences—publishes new scholarship following tenets of the discipline of comparative literature and the field of cultural studies designated as "comparative cultural studies." Publications in the journal are indexed in the Annual Bibliography of English Language and Literature (Chadwyck-Healey), Arts and Humanities Citation Index (Thomson Reuters ISI-AHCI), Humanities Index (Wilson), Humanities International Complete (EBSCO), International Bibliography of the Modern Language Association of America, & Scopus (Elsevier). International Advisory Board <<http://docs.lib.purdue.edu/clcweblibrary/clcwebeditors>>, Aims & Scope <<http://docs.lib.purdue.edu/clcweblibrary/clcwebaims>>, Style Guide <<http://docs.lib.purdue.edu/clcweblibrary/clcwebstyleguide>>, Volumes published 1999- <http://docs.lib.purdue.edu/clcweb/all_issues.html>, *CLCWeb* Copyright <<http://docs.lib.purdue.edu/clcweblibrary/copyrightclcweb>>, Cumulative Index of *CLCWeb* publications 1999-current <<http://docs.lib.purdue.edu/clcweblibrary/clcwebindex>>, *CLCWeb Library Series* of research material: books, articles, bibliographies, and *varia* documents <<http://docs.lib.purdue.edu/clcweblibrary/>>, History of *CLCWeb* <<http://docs.lib.purdue.edu/clcweblibrary/clcwebhistory>>, *CLCWeb* Annual Reports <<http://docs.lib.purdue.edu/clcweblibrary/clcwebannualreports>>. *CLCWeb* is affiliated with the Purdue UP print and ebooks monograph series of Books in Comparative Cultural Studies <<http://www.thepress.purdue.edu/series/comparative-cultural-studies>> Best Practices of Publication in *CLCWeb: Comparative Literature and Culture* <<http://docs.lib.purdue.edu/clcweblibrary/clcwebbestpractices>>

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Best Practices of Publishing Scholarship in *CLCWeb: Comparative Literature and Culture*
ISSN 1481-4374 <<http://docs.lib.purdue.edu/clcweb>>
<<http://docs.lib.purdue.edu/clcweblibrary/clcwebbestpractices>>

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1) Best Practices of Publishing Scholarship in *CLCWeb: Comparative Literature and Culture*

1.1 *CLCWeb: Comparative Literature and Culture* ISSN 1481-4374 <<http://docs.lib.purdue.edu/clcweb>>—the peer-reviewed quarterly of scholarship in the humanities and social sciences—is published by Purdue University Press <<http://www.thepress.purdue.edu>> ©Purdue University <<http://www.purdue.edu>> online in full text and open access.

1.2 *CLCWeb: Comparative Literature and Culture* publishes new work in regular issues, within the four regular issues of the year thematic issues, and special issues at the end of the year.

1.3 Publications in *CLCWeb: Comparative Literature and Culture* are no different from publications in peer-reviewed print journals except the mode of delivery in digital format.

1.4 *CLCWeb: Comparative Literature and Culture* is a non-subscription based, open-access, full-text, and no author pay learned journal published online; in the case of thematic and special issues institutional funding may be required.

1.5 Articles in *CLCWeb: Comparative Literature and Culture* are 6000-7000 words and book review articles about minimum two books linked thematically are 3000-4000 words (incl. the abstract, the works cited, and the author's biography)

1.6 Articles in *CLCWeb: Comparative Literature and Culture* are published in the MLA: Modern Language Association of America parenthetical sources and works cited format with modifications <<http://docs.lib.purdue.edu/clcweblibrary/clcwebstyleguide>>.

1.7 The submission of co-authored papers is welcome; however—unlike publishing scholarship in the sciences—co-authorship is allowed only if each author conducted research and wrote a substantial part of the paper submitted.

1.8 In *CLCWeb: Comparative Literature and Culture* authors publish one article within the calendar year.

1.9 Papers for publication in *CLCWeb: Comparative Literature and Culture* are submitted digitally in word format by its author's registration with name, institutional affiliation, and e-mail address and by upload of the paper and its abstract separately at <<http://docs.lib.purdue.edu/clcweb/submit.html>> (index page of the journal); to ensure authors' anonymity following standards of double-blind peer review, the abstract and the text of the paper must not indicate the name and/or institution of the author.

1.10 Authors receive from the journal acknowledgment of receipt of submission within 1-2 weeks.

1.11 Papers submitted for publication are evaluated in double-blind peer review by 2+1 experts in the field in the length of 3-4 months.

1.12 The paper submitted is within journal's intellectual trajectory as outlined in the journal's Aims&Scope <<http://docs.lib.purdue.edu/clcweblibrary/clcwebaims>>.

1.13 In keeping with best practices of scholarship, papers submitted to *CLCWeb: Comparative Literature and Culture* are original research not published prior to submission or submitted elsewhere.

1.14 Prior to the journal's process of evaluation, papers submitted for publication are processed in plagiarism software.

1.15 On occasion the translation of scholarship published previously can be published provided copyright release documentation is submitted to the journal and following the journal's double-blind peer review.

1.16 Following peer review, authors of accepted papers or papers accepted conditionally receive from the journal readers' comments in a composite evaluation.

1.17 Authors of papers evaluated by readers against publication do not receive readers' comments.

1.18 Publication of accepted papers occurs in the next available issue of the journal or no later than within 12 months.

- 1.19 Authors of articles in the journal are required to obtain and provide to the journal an ORCID ID from <http://orcid.org>: the ID is published with the article.
- 1.20 Papers accepted for publication are edited in consultation with the editors of the journal.
- 1.21 Prior to publication authors receive the proof of the paper in its word format re corrections and approval to publish.
- 1.22 Upon agreement between the author and the journal on the final version of the paper, the edited word version is uploaded by the journal and it is converted to pdf in the journal's publishing software.
- 1.23 Upon publication articles are issued CrossRef DOI: Digital Object Identifier numbers.
- 1.24 Upon publication the download count of the article is posted on the abstract page of the article & the yearly and total download counts of the journal's material are available on the journal's index page.
- 1.25 Guest-edited thematic & special issues: *CLCWeb: Comparative Literature and Culture* publishes within the four issues of the year thematic issues and special issues at the end of the year; guest editors are responsible for the peer review of papers; however, in addition to the guest editor's evaluation, all papers submitted are processed in the journal's double-blind peer review; guest-edited issues are thematically cohesive and include an introduction, articles, a thematic bibliography on the topic of the issue, and if relevant book review articles on the topic of the issue. Final decision to publish a guest-edited issue including individual articles rests with the journal.
- 1.26 Authors who publish in the journal are subscribed to *CLCWeb News*, a listserv in which calls for papers and relevant items are posted <http://docs.lib.purdue.edu/clcweb/announcements.html>: items for posting are invited to clcweb@purdue.edu.
- 1.27 *CLCWeb: Comparative Literature and Culture* Copyright <http://docs.lib.purdue.edu/clcweblibrary/copyrightclcweb>: if the paper submitted is culled from or is a version of a previous or forthcoming publication in full or in parts in a book, an online publication, an edited volume, a dissertation, translation, etc., this must be indicated in a Note after the text of the article and above the Works Cited with a full bibliography of the other publication and the journal must receive the copyright release without which the article cannot be published. For the re-publication of an article published in the journal in any form including translation please contact the journal at clcweb@purdue.edu. Images can be published only if the editor of the journal receives copyright release documentation: Purdue University Press does not purchase copyright release. Instead of upload of published articles to websites such as academia.edu, researchgate.net, etc. authors are invited to place the bibliography of published articles with the article's DOI: Digital Object Identification Number (i.e., URL).
- 1.28 Articles published in *CLCWeb: Comparative Literature and Culture* are indexed in the Annual Bibliography of English Language and Literature (Chadwyck-Healey), the Arts and Humanities Citation Index (Thomson Reuters ISI), the Humanities Index (Wilson), Humanities International Complete (EBSCO), the International Bibliography of the Modern Language Association of America, and Scopus (Elsevier). The journal is member of The Council of Editors of Learned Journals (USA) and it is listed in the Directory of Open Access Journals. The journal's material is archived in the *Electronic Collection of Library and Archives Canada* and in the Portico and CLOCKSS systems for archival preservation of born-digital scholarly content; texts published in the *Library Series of CLCWeb* <http://docs.lib.purdue.edu/clcweblibrary/library> & <http://docs.lib.purdue.edu/clcweblibrary> are not indexed in the Thomson Reuters ISI Arts and Humanities Citation Index.
- 1.29 *CLCWeb: Comparative Literature and Culture* is affiliated with the Purdue University Press print and ebook monograph series of Books in Comparative Cultural Studies <http://www.thepress.purdue.edu/series/comparative-cultural-studies> & <http://docs.lib.purdue.edu/clcweblibrary/seriespurdueccs> and authors of books in the series publish an excerpt from the book in the journal: this facilitates—because the journal is published in open access—global reception of the author's scholarship.
- 1.30 Members of the International Advisory Board and editors of *CLCWeb: Comparative Literature and Culture* are invited to submit new work for publication, to recommend scholars to publish in the journal, and to propose guest-edited thematic & special issues.

2) Best Practices of Peer Review for *CLCWeb: Comparative Literature and Culture*

- 2.1 Readers receive email from the journal requesting evaluation of paper submitted with link to the journal's page where the journal's template of evaluation to complete and the text of the paper submitted are located.
- 2.2 As standard in U.S. scholarship, peer review is performed on a voluntary basis as part of a scholar's academic profile.
- 2.3 The length of evaluation of papers submitted to *CLCWeb: Comparative Literature and Culture* is 3-4 months upon receipt by reviewers.
- 2.4 In addition to comments on the paper following the evaluation template readers are encouraged to suggest current scholarship for the improvement of the paper and to check for potential oversight by authors of papers with regard to the appropriate citation of sources and previous publications of similar topic/theme.
- 2.5 Upon completion of peer-review, comments are uploaded to the journal.
- 2.6 Following peer review, authors of accepted papers or papers accepted conditionally receive from the journal readers' comments in a composite evaluation.
- 2.7 Authors of papers evaluated by readers against publication do not receive readers' comments.
- 2.8 Readers' names and/or institutional affiliations are not released to authors of submitted papers or published articles under any circumstances.

3) *CLCWeb* Double-Blind Peer Review

3.1 *CLCWeb* Form Letter to Reviewers

Dear Colleague,
Owing to your expertise in the field, we are contacting you whether you would be able to evaluate the attached paper submitted for publication in *CLCWeb: Comparative Literature and Culture* ISSN 1481-4374 <http://docs.lib.purdue.edu/clcweb>, the peer-reviewed, full-text, and open-access humanities and social sciences quarterly published by Purdue University Press <http://www.thepress.purdue.edu> ©Purdue University <http://www.purdue.edu>. The length of the evaluation is 3-4 months: please use the evaluation template below, insert your comments, and upload the completed template within the journal's system. Should you not be able to evaluate the paper, please send to clcweb@purdue.edu names and e-mail addresses of colleagues who in your opinion would be able to comment on the paper.

3.2 **CLCWeb Double-Blind Peer Review Template to Reviewers**

- 1) Title of paper =
- 2) Is the paper within *CLCWeb's* Aims & Scope <<http://docs.lib.purdue.edu/clcweblibrary/clcwebaims>> (yes or no)? =
- 3) Is the paper a good contribution to scholarship in its field (if yes why and if not why not)? =
- 4) Is the author's argumentation supported by appropriate sources (yes or no)? =
- 5) Do you recommend publication of the paper? (yes or publication with revisions or no) =
- 6) If revision is recommended (i.e., the paper could be published upon revision), what would you suggest the author to revise (including additional sources)? =