Web of Science Core Collection journal evaluation criteria
The journal evaluation process for the Web of Science Core Collection

<table>
<thead>
<tr>
<th>1. Initial Triage</th>
<th>2. Editorial Triage</th>
<th>3. Editorial Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Quality Criteria</strong></td>
<td><strong>Impact Criteria</strong></td>
<td></td>
</tr>
<tr>
<td>✓ ISSN</td>
<td>✓ Scholarly Content</td>
<td>✓ Editorial Board Composition</td>
</tr>
<tr>
<td>✓ Journal Title</td>
<td>✓ Article Titles and Article Abstracts in English</td>
<td>✓ Validity of Statements</td>
</tr>
<tr>
<td>✓ Journal Publisher</td>
<td>✓ Bibliographic Information in Roman Script</td>
<td>✓ Peer Review</td>
</tr>
<tr>
<td>✓ URL (online journals)</td>
<td>✓ Clarity of Language</td>
<td>✓ Content Relevance</td>
</tr>
<tr>
<td>✓ Content Access</td>
<td>✓ Timeliness and/or Publication Volume</td>
<td>✓ Grant Support Details</td>
</tr>
<tr>
<td>✓ Presence of Peer Review Policy</td>
<td>✓ Website Functionality/Journal Format</td>
<td>✓ Adherence to Community Standards</td>
</tr>
<tr>
<td>✓ Contact Details</td>
<td>✓ Presence of Ethics Statements</td>
<td>✓ Author Distribution</td>
</tr>
<tr>
<td>✓ Editorial Affiliation Details</td>
<td>✓ Editorial Affiliation Details</td>
<td>✓ Appropriate Citations to the Literature</td>
</tr>
</tbody>
</table>

### Successful outcomes

- Starts editorial triage
- Starts editorial evaluation
- Enters ESCI and is evaluated for impact
- Enters SCI/SSCI/AHCI

### Unsuccessful outcomes

- **Failed initial triage**
  - Re-submission welcome as soon as issues have been resolved

- **Failed editorial triage**
  - Re-submission welcome as soon as issues have been resolved

- **Failed editorial quality evaluation**
  - Re-submission subject to embargo of at least two years

- **Failed editorial impact evaluation**
  - Entry/continued coverage in ESCI
  - Re-evaluation subject to embargo of at least two years
Initial Triage

The principal purpose of this triage step is to ensure unambiguous identification of the journal submitted for evaluation and to know who to contact if we have any queries or concerns. There is no embargo period for re-submission if a journal does not pass initial triage.

ISSN
The journal must have a registered ISSN that is verifiable on the ISSN database (https://portal.isss.org/) and is clearly and consistently displayed on all journal platforms (electronic and/or print). If both print and electronic ISSNs are present both should be provided.

Journal Title
The journal must have a distinct title that is aligned with the registered ISSN, the journal’s stated scope, published content, and community demographic (editorial board and authors). The title should be consistently displayed at the article, issue (if present), journal, and website level.

Journal Publisher
The publisher name must be clearly defined, and a verifiable, physical address (not P.O. Box) for the publisher’s business offices must be provided. If there is a society affiliation or ownership, this should be stated, and verifiable contact information must be provided.

Journal URL
Where both online and print editions are available, it is mandatory to provide the journal URL and full-text access details of current content.

Content Access
The Web of Science Group must have full access to the published content with all necessary permissions to view that content. The Web of Science Group will provide IP ranges if needed.

Presence of Peer Review Policy
The journal must provide a readily accessible, clear statement of the commitment to peer-review and/or editorial oversight of all published content. Primary research articles must be subject to external peer review.

Contact Details
Contact details for the submitted journal’s primary editorial and production roles must be provided to allow direct communication between the Web of Science Group and the journal staff.
Editorial Triage

In this step, the Web of Science Editors review the journal to determine whether a full editorial evaluation is merited. There is no embargo period for re-submission if a journal does not pass editorial triage.

Scholarly Content
The journal must contain primarily original scholarly material. The academic level of the research reported should be appropriate to a graduate, post-doctoral, and/or professional research audience. Publications in which the majority of the content is conference proceedings will be preferentially evaluated for the Conference Proceedings Citation Index.

Article Titles and Article Abstracts in English
Regardless of the language of the main body of published content, the journal must provide an accurate, comprehensible English language translation of all article titles. Scholarly articles must have abstracts, and those abstracts must be translated to English.

Bibliographic Information in Roman script
Cited references, names, and affiliations must be published in Roman script to allow rapid, accurate indexing, and easy comprehension by our global users.

Clarity of Language
For titles, abstracts, and all other published text presented in English, the language must be clear and comprehensible to a global audience.

Timeliness and/or Publication Volume
The journal must state whether it has a defined publication frequency, or if it operates under an irregular or continuous publication schedule. The journal must conform to the stated schedule. The volume of scholarly articles published annually is expected to be within ranges appropriate to the subject area.

Website Functionality/Journal Format
Website information must be accurate, the information architecture and navigation system must ensure easy access to the published content and all other features defining the journal (such as Editorial Board, instructions to authors, peer review, access model, and so on). The journal website must clearly link to the publisher website and vice versa.

Presence of Ethics Statements
The journal must be transparent about their ethical requirements for authors and published works. If the journal supports and uses one or more third-party organization’s principles (WAME, COPE, Declaration of Helsinki, etc.), either the full text of the guidelines should be presented and appropriately credited to the source, or a functioning link to the full text of the guideline should be provided.

Editorial Affiliation Details
Names and institutional affiliations – including country – of all members of the editorial team are required (such as Editor-in-Chief, Editorial Board Members, Associate Editors, Regional Editors etc.).

Author Affiliation Details
Names and institutional affiliations – including country – and addresses of all contributing authors are required.
Editorial Evaluation (quality)

In this step, the Web of Science Editors are checking for alignment between the journal’s title, stated scope, the composition of its editorial board and authorship, and its published content. They are also looking for evidence of editorial rigour and adherence to community standards. If a journal does not pass this step, re-submission is subject to an embargo period of at least two years.

Editorial Board Composition
Editor and Editorial Board Member affiliations, geographic diversity, and publication records must be consistent with the stated scope and published content of the journal. The size and composition of the Editorial Board must be consistent with the volume and breadth of publication output. Due consideration will be given to journals that employ full-time professional editors.

Grant Support Details
In subject areas where grant support is common or required, appropriate acknowledgement regarding the source of funding is recommended.

Adherence to Community Standards
Articles in the journal are consistent with accepted best practices in their subject area (for example, accepted standards in organism or chemical nomenclature).

Author Distribution
The authors must have affiliations, geographic diversity, and publication records that validate their participation in the scholarly community associated with the stated scope of the journal. The demographic of the contributing authors should be consistent with the topical and geographic characteristics of the Editorial Board.

Appropriate Citations to the Literature
It is expected that articles will appropriately acknowledge the surrounding literature for the topic.

Validity of Statements
It is not the intention of our review to ensure the applicability and enforcement of all ethical and plagiarism standards. As required, however, we will undertake investigation of questionable content or false claims.

Peer Review
Articles must show evidence of peer review, beyond the peer-review statement.

Content Relevance
Published content must be consistent with the title and stated scope of the journal.
Editorial Evaluation (impact)

The criteria in this step are designed to select for the most influential journals in a given field of research, using citation activity as a primary indicator of impact. If a journal does not pass this step, re-evaluation is subject to an embargo period of at least two years.

Comparative Citation Analysis
Our most selective indices (SCIE, SSCI and AHCI) contain the most impactful journals in their discipline. In the comparative citation analysis both the number and the sources of the citations to the journal are taken into consideration.

Author Citation Analysis
Most authors should have a discernible publication history in the Web of Science. Authors’ citation networks should be appropriate to the category and to journals of comparable scope.

Editorial Board Citation Analysis
Most Editorial Board Members should have a discernible publication history in the Web of Science. Editorial Board Members’ citation networks should be appropriate to the category and to journals of comparable scope.

Content Significance
The content in the journal should be of interest, importance, and value to its intended readership and to Web of Science subscribers. Content significance may be evidenced as a unique specialization, novel perspective, regional focus, unusual content, or content that enriches the breadth of Web of Science coverage. These attributes are not exclusively reflected in journal-level citation activity.