



Web of Science Core Collection journal evaluation criteria

The journal evaluation process for the Web of Science Core Collection

1. Initial Triage

2. Editorial Triage

3. Editorial Evaluation

Quality Criteria			Impact Criteria
<ul style="list-style-type: none"> ✓ ISSN ✓ Journal Title ✓ Journal Publisher ✓ URL (online journals) ✓ Content Access ✓ Presence of Peer Review Policy ✓ Contact Details 	<ul style="list-style-type: none"> ✓ Scholarly Content ✓ Article Titles and Article Abstracts in English ✓ Bibliographic Information in Roman Script ✓ Clarity of Language ✓ Timeliness and/or Publication Volume ✓ Website Functionality/Journal Format ✓ Presence of Ethics Statements ✓ Editorial Affiliation Details ✓ Author Affiliation Details 	<ul style="list-style-type: none"> ✓ Editorial Board Composition ✓ Validity of Statements ✓ Peer Review ✓ Content Relevance ✓ Grant Support Details ✓ Adherence to Community Standards ✓ Author Distribution ✓ Appropriate Citations to the Literature 	<ul style="list-style-type: none"> ✓ Comparative Citation Analysis ✓ Author Citation Analysis ✓ EBM Citation Analysis ✓ Content Significance

Successful outcomes

Starts editorial triage

Starts editorial evaluation

Enters ESCI and is evaluated for impact

Enters SCIE/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.issn.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.

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.

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

Editorial policies are consistent with recognized best practices, such as COPE Core Practices, and/or national and international organizations and scholarly societies that advance principles for research integrity within their communities. 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.

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.

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