

JNE ScholarOne E-News #2

Happy New Year! I'd like to welcome the new reviewers who have joined the JNE ScholarOne family and say welcome back to everyone else. This is the second e-newsletter and in this issue, I'm going to address some of your questions.

E-news Questions and Answers

One reviewer asks:

I have a very quick question that I think should be posed extremely early before the deadline: Attached in your first email to me was a document entitled "The Journal of Negro Education Manuscript Evaluation Form." It consists of a few sections, entitled "General Criteria," with Codes "X, -, and +," along with "Research Studies Only," and "Please provide your narrative review below." Where would I email this form to? Would this be sent to the editor? Or, rather, is this merely used as a guide for reviewers?

My response:

The JNE Manuscript Evaluation Form should be uploaded to your reviewer file once completed. When you are ready to attach it, ScholarOne would search for it on your computer. You have to download and save somewhere for it to be used later. If you do not use the form, place all comments in the areas online for editor and author. Some reviewers have used the form as a guide only. As long as you cover all of the elements in your review, it is your call.

This question was a two-timer by reviewers who ran out of time:

My deadline dates to upload my revisions have expired and now I cannot access my files! What do I do?

I can adjust the dates by going into the ScholarOne calendar. I will provide a couple of extra days for you to upload your revisions but remember to follow all the instructions, review the complete page, and save after every change. BTW, do not send me an emailed file of your changes because your revisions need to be processed through ScholarOne so that you can be assigned another reviewer before the EIC (Editor-in-Chief) makes his decision. Also, do not identify yourself in your revisions.

Impact Factors

All journals have an impact factor. At a recent JNE Editorial Advisory Board meeting it was revealed that JNE's impact factor is 0.131. An average amount of times an article is cited is 3, but for some journals like JNE, it is much less. We need to ensure that authors who publish in JNE cite JNE articles. So as you review, make sure authors are citing JNE research applicable to their study. Citing JNE articles in all of your research will greatly improve our impact factor!

[New from ScholarOne—Get Help Now!](#)

The Support and Training departments at ScholarOne are very pleased to release our redesigned [Get Help Now](#) site.

Found via a link in the upper right corner of your site, our new “Get Help Now” features a fresh look with a user-friendly interface.

We listened to your feedback and organized our help and training functions by roles: Administrator, Editor, Author, and Reviewer. No more searching through the site to find what you need! Simply enter through your role's portal to find FAQs, training options, user guides, and other material relevant to you.



Another satisfied JNE ScholarOne E-news bulletin reader.

Lenda P. Hill
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The Journal of Negro Education