

EURR 5202C Academic Publishing in Russian and Eurasian Studies

Carleton University
Institute of European, Russian, and Eurasian Studies
Winter 2022
Wednesdays 8:35-11:25 am
Southam Hall 313 and online

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Objectives

Academic publishing can sometimes appear mysterious and even terrifying, especially since most graduate students are encouraged to publish without guidance on how to do it. This course will help to orient graduate students to the expectations and processes involved in academic publishing, focusing primarily on scholarly journals. The topics covered will include an overview of academic journals, their operations, and how to choose a journal for your article; the nuts and bolts of a journal article and how to fit them together; the review process, how to be a constructive reviewer, and how to respond to reviewers' comments; submitting a manuscript and responding to journal decisions; and best practices for promoting one's research after publication. While this course is intended for graduate students in the field of European, Russian, and Eurasian studies, it is broadly relevant to students pursuing graduate research in social sciences and the humanities.

Readings

Wendy Laura Belcher. *Writing Your Journal Article in Twelve Weeks, Second Edition: A Guide to Academic Publishing Success*. Chicago, IL: University of Chicago Press, 2019.

Additional readings will be posted on Brightspace and may be updated over the course of the term.

Assignments & Grading

Participation (30%)	As this is very much a hands-on seminar, weekly attendance and active participation is essential.
Weekly assignments (40% / 5% each)	There are a variety of assignments to be completed most weeks in advance of class meetings. The point is to learn by doing and to get you comfortable moving outside of your comfort zone. To this end, these assignments are pass/fail: as long as you do them, you will get the full credit for each.
Journal article proposal (30%)	The end of term assignment is to put together a proposal for a journal article submission (for first year MA students) or a full journal article submission (for second year MA students or advanced PhD students). The proposal should include your journal research, cover letter, abstract, keywords, suggested reviewers, and a properly formatted manuscript. Additional details will be provided after the winter break.

Course Schedule

<u>Week</u>	<u>Topic</u>	<u>Assignment due</u>
Week 1: January 12	Introduction	
Week 2: January 19	Overview of Academic Journals (and other publishing outlets)	Using a reference manager
Week 3: January 26	Choosing the right journal for your article	Journal choices and review
Week 4: February 2	Intros, abstracts, and elevator pitches	Abstract reviews
Week 5: February 9	How academic writers write articles	
Week 6: February 16	Analyzing & presenting your evidence	Wordless powerpoints
Week 7: February 23	<i>Winter break, no class</i>	
Week 8: March 2	Strengthening your article	Reverse-outline of article structure
Week 9: March 9	Submitting your manuscript	Mock submission packet
Week 10: March 16	Demystifying the review process	Mock review
Week 11: March 23	Life after journal decisions	Responding to editors and reviewers
Week 12: March 30	Shameless self-promotion of your published work	
Week 13: April 6	Presentation & discussion of student journal article proposals	

Week 1: January 12 Introduction

No assigned reading

For next week:

1. Create an account on Zotero.org, install the free software, browser & Word processor plugins on your laptop or home computer.
2. Join the course group "EURR5202C". This is a private group, so I will send an invite to your Carleton email address. Create a folder under your name in the group library.
3. Learn to import the entire contents for a recent issue of a journal (you can delete them later).
4. In the "tags" tab for each imported article, enter your own keywords for each article.
5. Link each of the articles you've imported using the "related" tab.
6. Using the Zotero Style Repository (<https://www.zotero.org/styles>), download and install the style for "Post-Soviet Affairs."
7. Create a bibliography in RTF format of your imported articles using the "Post-Soviet Affairs" style and submit to Brightspace before next week's class.

Our neighbors at uOttawa have made some excellent video tutorials for installing and working with Zotero that may be useful: https://uottawa.libguides.com/how_to_use_zotero

Week 2: January 19 Overview of Academic Journals (and other publishing outlets)

Reading:

Editors' reports for select journals, to be posted on Brightspace

Also, skim the following:

Teele, Dawn Langan, and Kathleen Thelen. "Gender in the Journals: Publication Patterns in Political Science." *PS: Political Science & Politics* 50, no. 2 (April 2017): 433–47.

<https://doi.org/10.1017/S1049096516002985>.

Jordan, Sara R., and Kim Quaille Hill. "Editors' Perceptions of Ethical and Managerial Problems in Political Science Journals." *PS: Political Science & Politics* 45, no. 4 (October 2012): 724–27.

<https://doi.org/10.1017/S1049096512000789>.

For next week:

1. Select your top three journals for where you would like to publish an article from your MRP/thesis/dissertation. Be prepared to discuss your three choices in class.
2. Of those three, choose one journal to review. The journal should *not* currently be listed on the "Reviews of Peer-Reviewed Journals in the Humanities and Social Sciences" website (<https://journalreviews.princeton.edu/>).
3. Examine the journal's publications over the last five years (hint: bulk import them into Zotero). Read the titles and abstracts of all articles, and then read at least 4 articles in full.
4. Write up your review following the format used on the "Reviews of Peer-Reviewed Journals" website. A good example to follow is the review for the American Journal of Sociology (<https://journalreviews.princeton.edu/2019/02/14/american-journal-of-sociology/>). See also Belcher's "How to Read Peer-Reviewed Journals" (<https://wendybelcher.com/writing-advice/how-to-read-journals/>).
5. Post your review on Brightspace. After presenting and discussing in class, you are encouraged to contribute your review to the database (you can use this Google form to do so: <https://forms.gle/1nMQGFSN1uukJQ9A9>).

Week 3: January 26 Choosing the right journal for your article

Reading:

Belcher, "Selecting a journal"

Also skim:

Rich, Timothy S. "Predatory Publishing, Open Access, and the Costs to Academia." *PS: Political Science & Politics* 49, no. 2 (April 2016): 265–67. <https://doi.org/10.1017/S1049096516000172>.

Papillon, Martin, Brenda O'Neill, Mélanie Bourque, Alex Marland, and Graham White. "Open Access and Academic Journals in Canada: A Political Science Perspective." *Canadian Journal of Political Science/Revue Canadienne de Science Politique* 52, no. 4 (December 2019): 903–22.

<https://doi.org/10.1017/S0008423919000799>.

For next week:

1. Draft an abstract for your MRP/thesis/dissertation (no more than 250 words) and be prepared to discuss in class.

2. Write a brief review of no more than 2 pages in length of the abstracts from four conference papers (to be posted on Brightspace): how successful is each in clearly and succinctly communicating the research question, key ideas, methods, and findings? What information is missing (if any), or what could be improved?

Week 4: February 2 Intros, abstracts, and elevator pitches

Reading:

Belcher: "Abstracting your article," "Advancing Your Argument," "Opening your article"

Howard Aldrich, "Can you live up to the titles you choose for your papers?"

(<https://howardaldrich.org/2015/12/can-you-live-up-to-the-titles-you-choose-for-your-papers/>)

Week 5: February 9 How academic writers write

Reading:

Belcher: "Designing your plan for writing," "refining your works cited," "crafting your claims for significance"

Also skim:

Thunder, David. "Back to Basics: Twelve Rules for Writing a Publishable Article." *PS: Political Science & Politics* 37, no. 3 (July 2004): 493–95. <https://doi.org/10.1017/S1049096504004779>.

Knopf, Jeffrey W. "Doing a Literature Review." *PS: Political Science & Politics* 39, no. 1 (January 2006): 127–32. <https://doi.org/10.1017/S1049096506060264>.

Dion, Michelle L., Jane Lawrence Sumner, and Sara McLaughlin Mitchell. "Gendered Citation Patterns across Political Science and Social Science Methodology Fields." *Political Analysis* 26, no. 3 (July 2018): 312–27. <https://doi.org/10.1017/pan.2018.12>.

For next week:

1. Choose an article that is especially important or inspiring for your own research. It does not have to be a recent article.
2. Prepare a powerpoint presentation that visually presents the findings (empirical or theoretical) *without using any text description* aside from table or figure headings. You cannot use any tables or figures already in the article unless you are improving upon their presentation. Be prepared to present and discuss your powerpoints in class.

Week 6: February 16 Analyzing & presenting your evidence

Reading:

Belcher, "Analyzing Your Evidence," "Presenting Your Evidence," "Concluding Your Article"

Also skim (if morbidly curious):

Kastellec, Jonathan P., and Eduardo L. Leoni. "Using Graphs Instead of Tables in Political Science." *Perspectives on Politics* 5, no. 4 (December 2007): 755–71.

<https://doi.org/10.1017/S1537592707072209>.

For week 8:

1. Pick four (4) articles that are central to your MRP/thesis/dissertation research that you haven't already examined for this class.
2. Outline the articles' structure and organization (no more than 1 page per article): how is the article divided into sections and how is each section organized? How does the author use the article's structure to advance their argument?

Week 7: Winter break, no class

Week 8: March 2 Strengthening your article

Reading:

Belcher, "Strengthening Your Structure," "Editing Your Sentences"

For next week:

1. Look up the instructions/information for authors and style guide for your target journal.
2. Format a seminar paper or MRP/thesis/dissertation chapter following the journal's guidelines and upload to Brightspace for the assignment. This paper will be used for the following week's assignment, as well.
3. Draft a cover letter to the journal's editor (no more than 1 page) that would accompany your submission. Be prepared to discuss your letter in class.

Week 9: March 9 Submitting your manuscript

Reading:

Belcher, "Sending your article!"

Additional readings TBD

For next week:

1. Read another student's paper (to be assigned in class) and write a review, following the rubric for reviewers (to be provided). Alternatively, write a review of a published article. Aim to be critical as well as constructive, and be prepared to discuss in class.

Week 10: March 16 Demystifying the review process

Reading:

Miller, Beth, Jon Pevehouse, Ron Rogowski, Dustin Tingley, and Rick Wilson. "How To Be a Peer Reviewer: A Guide for Recent and Soon-to-Be PhDs." *PS: Political Science & Politics* 46, no. 1 (January 2013): 120–23. <https://doi.org/10.1017/S104909651200128X>.

Daft, Richard L. "Why I Recommended That Your Manuscript Be Rejected and What You Can Do About It." In *Publishing in the Organizational Sciences*, edited by L. L. Cummings and Peter J. Frost, 164–82. Thousand Oaks: SAGE Publications, 1995.

Romanelli, Elaine. "Becoming a Reviewer: Lessons Somewhat Painfully Learned." In *Publishing in the Organizational Sciences*, edited by L. L. Cummings and Peter J. Frost, 195–202. Thousand Oaks: SAGE Publications, 1995.

For next week:

1. Read an example manuscript and reviewer comments, to be provided on Brightspace.
2. Pretend you are a journal editor and write a letter to the author (3-5 pages) that identifies and synthesizes (where appropriate) the main concerns raised by the reviewers, suggesting which reviewer comments they should prioritize and how they should focus their attention for revisions.

Week 11: March 23 Life after journal decisions

Reading:

Belcher, "Revising and Resubmitting Your Article"

Also skim:

Blair, Alasdair, Fiona Buckley, Ekaterina Rashkova, and Daniel Stockemer. "Publishing in Political Science Journals." *European Political Science* 19, no. 4 (December 2020): 641–52.

<https://doi.org/10.1057/s41304-020-00262-1>.

Gardner, William L. "Why I Rejected Your R&R Submission and What You Could Have Done to Secure an Acceptance." *Journal of Management Inquiry* 29, no. 4 (October 1, 2020): 378–84.

<https://doi.org/10.1177/1056492619889683>.

Week 12: March 30 Shameless self-promotion of your published work!

TBD

Week 13: April 6 Presentation of journal article proposals

All members of the Carleton community are required to follow COVID-19 prevention measures and all mandatory public health requirements (e.g. wearing a mask, physical distancing, hand hygiene, respiratory and cough etiquette) and [mandatory self-screening](#) prior to coming to campus daily.

If you feel ill or exhibit COVID-19 symptoms while on campus or in class, please leave campus immediately, self-isolate, and complete the mandatory [symptom reporting tool](#). For purposes of contact tracing, attendance will be recorded in all classes and labs. Participants can check in using posted QR codes through the cuScreen platform where provided. Students who do not have a smartphone will be required to complete a paper process as indicated on the [COVID-19 website](#).

All members of the Carleton community are required to follow guidelines regarding safe movement and seating on campus (e.g. directional arrows, designated entrances and exits, designated seats that maintain physical distancing). In order to avoid congestion, allow all previous occupants to fully vacate a classroom before entering. No food or drinks are permitted in any classrooms or labs.

For the most recent information about Carleton's COVID-19 response and required measures, please see the [University's COVID-19 webpage](#) and review the [Frequently Asked Questions \(FAQs\)](#). Should you have additional questions after reviewing, please contact covidinfo@carleton.ca

Please note that failure to comply with University policies and mandatory public health requirements, and endangering the safety of others are considered misconduct under the [Student Rights and Responsibilities Policy](#). Failure to comply with Carleton's COVID-19 procedures may lead to supplementary action involving Campus Safety and/or Student Affairs.

VII. Statement on Plagiarism

Some departments have a standard statement and some instructors have their own. Either of these options is fine, but please ensure that these statements are consistent with the university's Academic Integrity Policy when it comes to definitions, potential penalties and the like. The policy can be found [here](#).

If you have neither a departmental nor an individual statement, something along the following lines would be acceptable:

PLAGIARISM

The University Academic Integrity Policy defines plagiarism as "*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one's own.*" This includes reproducing or paraphrasing portions of someone else's published or unpublished material, regardless of the source, and presenting these as one's own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else;

- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another's data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own; and
- failing to acknowledge sources through the use of proper citations when using another's work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course's instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

VIII. Requests for Academic Accommodations

Please include the following text, provided by Equity and Inclusive Communities, on all course outlines, and read it at the beginning of your first few classes to remind students. For details, see Section 8 above, and the [Instructors' Guide to Academic Accommodation](#).

ACADEMIC ACCOMMODATION

You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

Pregnancy obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally-scheduled final exam, you must complete the Pregnancy Accommodation Form ([click here](#)).

Religious obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

Academic Accommodations for Students with Disabilities: The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (if applicable).

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: <https://carleton.ca/equity/sexual-assault-support-services>

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom

experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>