NAL-live

Concept for editorial management and running of *NAL-live*

as of 8 April 2019

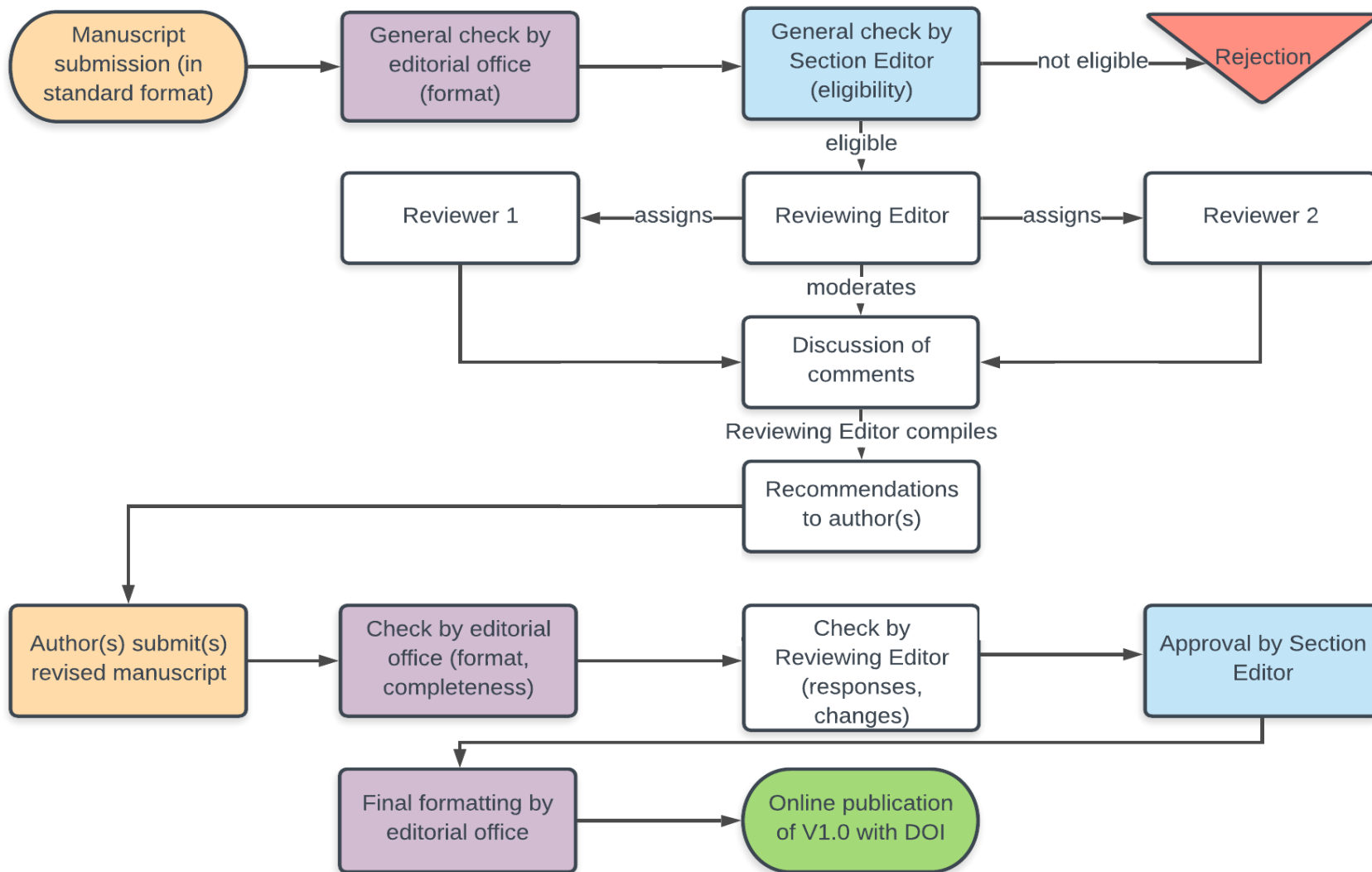# Concept for editorial management and running of *NAL-live*

NAL-live builds on *Nova Acta Leopoldina*, which has the tradition of being the oldest uninterrupted scientific publication in the world, with its roots going back to 1652.

The journal is now being transformed into a peer-reviewed open access journal published in English. It publishes review type articles under a "living document" model that allows for continuous updates in response to comments or progress in research fields.

Similar to software releases, there will be version cycles, representing either smaller updates, i.e. version 1.0, 1.1, 1.2 etc., or major revisions of full versions, i.e. version 2.0, 3.0 etc. Each full version, as well as scientific comments provided by others, will be citable.

NAL-live: Standard workflow for an initial manuscript

Manuscripts can be solicited by editors or proposed by authors to an editor.

```
Manuscript                General check by          General check by
submission (in    ──▶     editorial office    ──▶   Section Editor      ──not eligible──▶   Rejection
standard format)          (format)                  (eligibility)
                                                          │
                                                       eligible
                                                          ▼
  Reviewer 1    ◀──assigns──   Reviewing Editor   ──assigns──▶   Reviewer 2
      │                              │                                 │
      │                          moderates                             │
      │                              ▼                                 │
      └──────────────▶        Discussion of        ◀─────────────────┘
                               comments
                                   │
                         Reviewing Editor compiles
                                   ▼
                            Recommendations
                            to author(s)
                                   │
Author(s) submit(s)   ──▶   Check by editorial   ──▶   Check by          ──▶   Approval by Section
revised manuscript          office (format,            Reviewing Editor          Editor
                            completeness)              (responses,                  │
                                   │                    changes)                    │
                                   ▼                                                │
                            Final formatting by   ──▶   Online publication  ◀──────┘
                            editorial office            of V1.0 with DOI
```

Standardized format for an initial submission

Short title: [should consist of up to 5 words; serves for citing the manuscript]
Full title: [standard descriptive title]
Author(s): [name(s)] [ORCID ID(s)]
Address: [address of professional affiliation(s)]
Reviewing Editor: [may have solicited the manuscript, or was contacted by authors before]
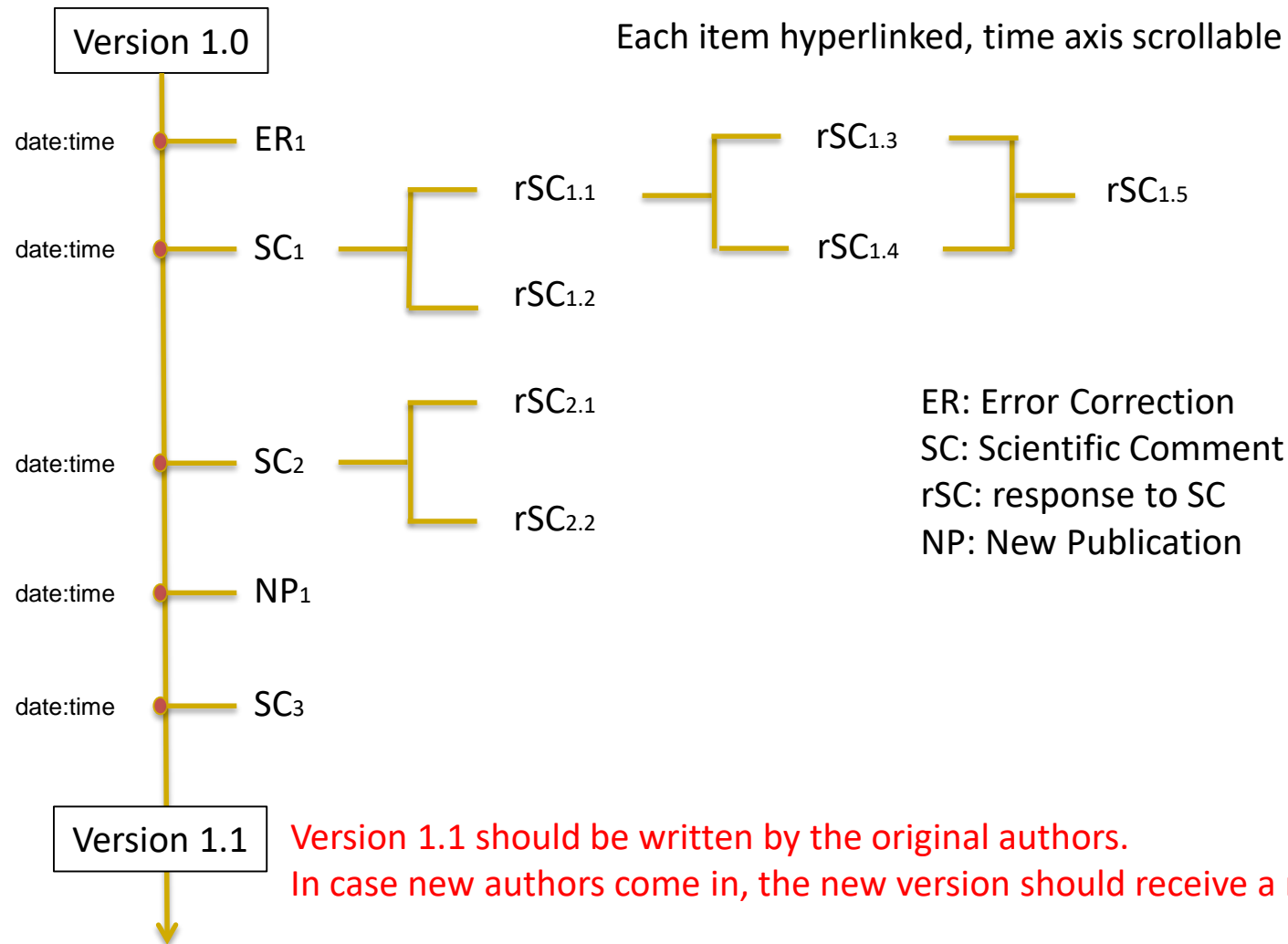**Document elements:**
- Abstract (technical)
- Introduction
- Methodology for literature search on the topic,
- General text, including figures and tables – optional: hyperlinked elements
- Conclusion
- Statement on author contributions and conflicts of interest
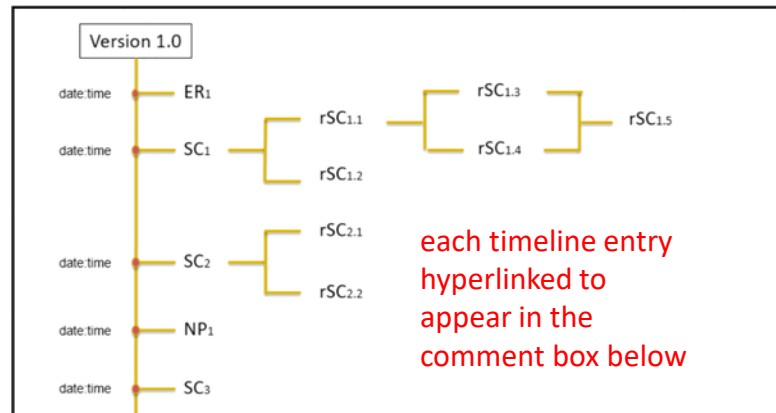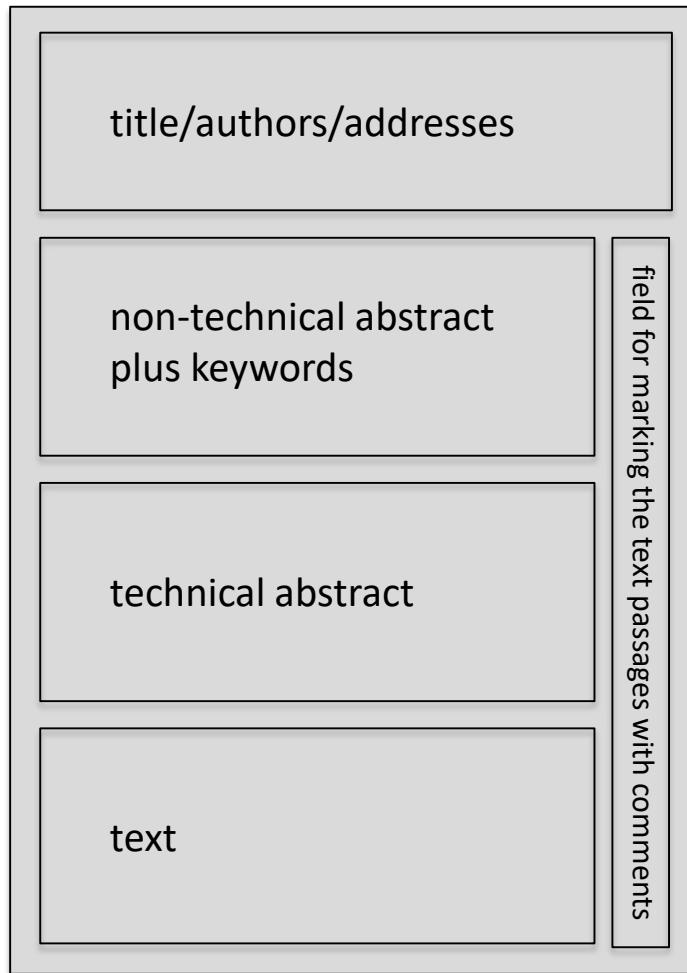- Acknowledgement, including funding sources
- Cited references

Additional elements for revised submission after review

- Non-technical Abstract [suitable for general public and translated into different languages]
- List of keywords
- Response to reviewer/editor recommendations; to be published with the recommendations

Example for the timeline of a version history after initial publication

Version 1.0

Each item hyperlinked, time axis scrollable

date:time — ER_1

date:time — SC_1 — $rSC_{1.1}$ — $rSC_{1.3}$ — $rSC_{1.5}$

$rSC_{1.2}$ — $rSC_{1.4}$

date:time — SC_2 — $rSC_{2.1}$

$rSC_{2.2}$

date:time — NP_1

date:time — SC_3

ER: Error Correction
SC: Scientific Comment
rSC: response to SC
NP: New Publication

Version 1.1

Version 1.1 should be written by the original authors.
In case new authors come in, the new version should receive a new number.

Online view of a document with comments

title/authors/addresses

non-technical abstract plus keywords

technical abstract

text

field for marking the text passages with comments

Version 1.0

date:time	ER$_1$			rSC$_{1.3}$		
date:time	SC$_1$	rSC$_{1.1}$		rSC$_{1.4}$	rSC$_{1.5}$
		rSC$_{1.2}$			
date:time	SC$_2$	rSC$_{2.1}$			
		rSC$_{2.2}$			
date:time	NP$_1$				
date:time	SC$_3$				

each timeline entry hyperlinked to appear in the comment box below

display of the comment text

Original manuscript and comments are displayed in separate scrollable windows.

Document addition types and workflows

(all with consecutive numbering schemes)

ER: Error Correction
        to correct factual errors
        > submitted by author(s) or editor
        > only checked by editorial office

SC: Scientific Comment
        to comment on scientific contents
        > submitted by any registered person
        > has a standardized format
        > checked by editorial office for eligibility and added online with own doi
        > author(s), editor and last reviewer(s) are acknowledged and notified

Comments become citable through the doi – hence authors can list them in their CVs.

rSC: response to Scientific Comment
        to respond to an SC
        > submitted by author(s) and/or editor and/or reviewers and/or other person
        > has a standardized format
        > checked by editorial office for eligibility and added online (with own doi?)
        > person(s) who submitted the original comment is (are) acknowledged and notified

NP: New Publication
        to alert to another and/or new publication that adds data to a discussed topic
        > submitted by author(s) of the other paper, or other person in reference to the respective paper
        > has a standardized format
        > checked by editorial office for eligibility and added online
        > author(s), editor and last reviewer(s) are acknowledged and notified

Leopoldina
Nationale Akademie
der Wissenschaften

Standardized format for SC: Scientific Comment

Scientific Comment on:

[title and version of original publication or previous comment]

Author(s): [name(s)] [ORCID ID(s), if applicable]

Address: [whenever eligible, address of professional affiliation, otherwise only city]

Conflict of interest: [chosen from standardized list]

Refers to: [line numbers in manuscript]

> Text can include figures and tables, new analyses of existing data, references

> Cannot include new data [see separate format for additional data]

Standardized format for rSC: response to Scientific Comment

response to Scientific Comment on:

[title and version of original publication associated comment(s)]

Author(s): [name(s)] [ORCID ID(s), if applicable]

Address: [whenever eligible, address of professional affiliation, otherwise only city]

Conflict of interest: [chosen from standardized list]

Refers to: [line numbers in comment(s)]

> Text can include figures and tables, new analyses of existing data, references

> Cannot include new data [see separate format for additional data]

Standardized format for NP: New Publication

New Publication in the context of:
[title and version of original publication]
Author(s): [name(s)] [ORCID ID(s)]
Address: [address of professional affiliation]
Conflict of interest: [chosen from standardized list]
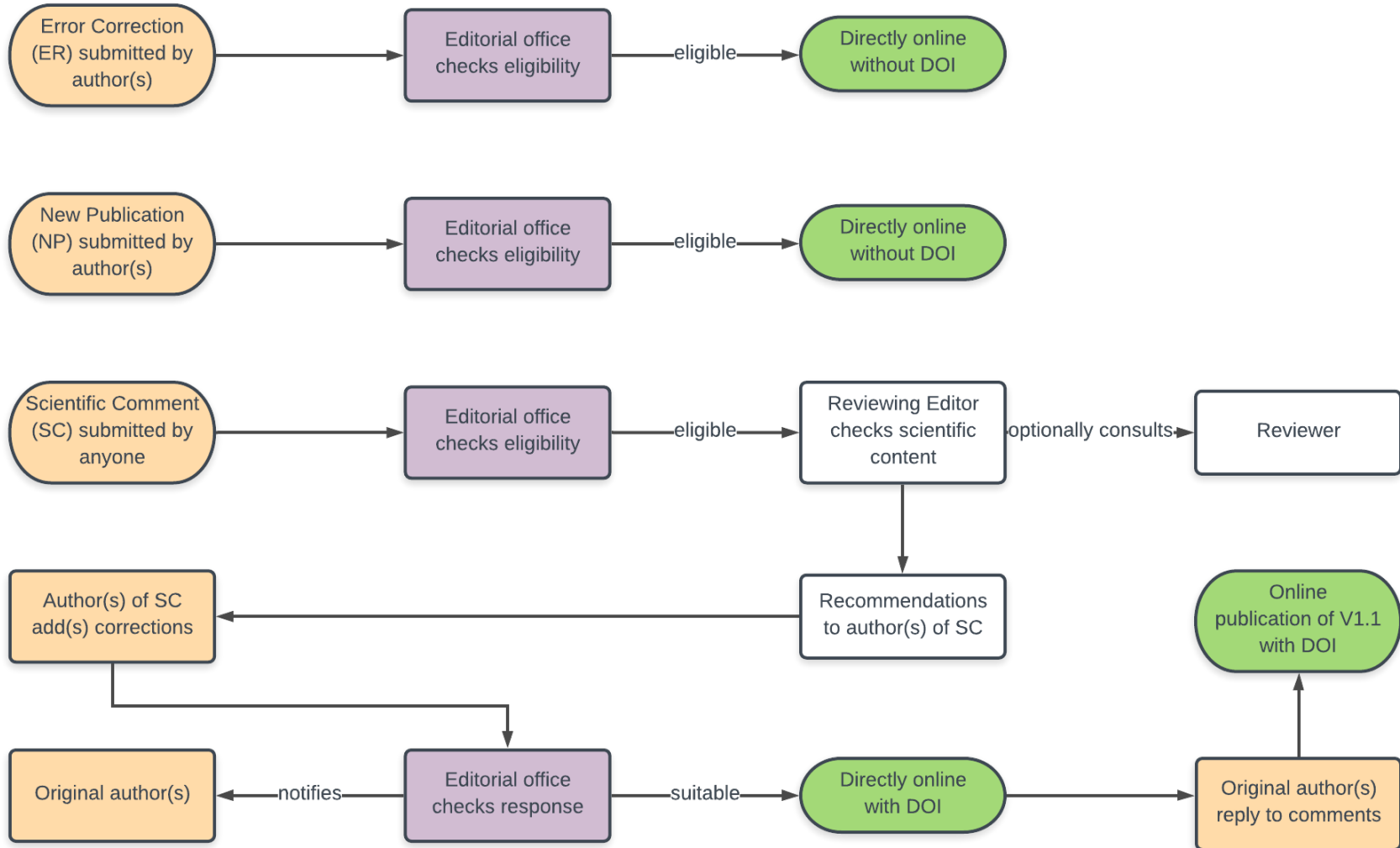**Refers to:** [line numbers in manuscript]
Reference: [provides full reference to published paper, plus link if possible]
> Text: Short explanation why the new publication is of relevance; if this leads to re-interpretation of statements in the original publication, a SC should be submitted in addition.

This is submitted by the authors of new publications on the topic to point to their new data or analyses.

Workflow for a living manuscript: Commenting phase

After version 1.0 has been published online

Workflow for a living manuscript: New Version

Once a publication has received a number of scientific comments, a new version can be initiated by the editorial office (or on request by the original authors).