PsychOpen GOLD
Journal Application Form

Last amended:

February 25, 2021

Please use the most recent version of this document, which can be retrieved from

<https://gold.psychopen.eu/call2021/>

The complete set of application documents comprises:

* [Standards for PsychOpen GOLD Journals and Periodicals](https://gold.psychopen.eu/docs/1_PsychOpen-GOLD-Standards.pdf)

Quality standards for journals and periodicals published at PsychOpen GOLD

* [PsychOpen GOLD Journal Application Process](https://gold.psychopen.eu/docs/2_PsychOpen-GOLD_Journal-Application-Process.pdf)

Process overview, principles, deadlines

* [PsychOpen GOLD Journal Application Form](https://gold.psychopen.eu/docs/3_PsychOpen-GOLD_Journal-Application-Form.docx)

Template for new applications or renewals

* [PsychOpen GOLD Publishing Services](https://gold.psychopen.eu/docs/4_PsychOpen-GOLD_Publishing-Services.pdf)
Catalog of services supported by PsychOpen GOLD
* [Transparency and Openness Promotion (TOP) Guidelines Summary Table](https://gold.psychopen.eu/docs/TOP-Guidelines_summary-table.pdf)
Checklist to indicate the intended implementation level of open science practices

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PsychOpen GOLD
Journal Application Form

**Journal/Periodical:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application type** (1, 2, or 3):

*1 = launch of a new journal,
2 = transfer of an existing journal to PsychOpen GOLD,
3 = renewal of agreement (journal currently published at PsychOpen GOLD).*

All journals and periodicals applying for PsychOpen GOLD, ZPID’s online platform for primary publications in psychology, are reviewed carefully and competitively, both at application and on a regular basis (see [*PsychOpen GOLD Journal Application Process*](https://gold.psychopen.eu/docs/2_PsychOpen-GOLD_Journal-Application-Process.pdf)).

By submitting this PsychOpen GOLD Journal Application Form, you confirm that you have familiarized yourself with the [*PsychOpen GOLD Journal Application Process*](https://gold.psychopen.eu/docs/2_PsychOpen-GOLD_Journal-Application-Process.pdf) and have carefully read and assessed the [*Standards for PsychOpen GOLD Journals and Periodicals*](https://gold.psychopen.eu/docs/1_PsychOpen-GOLD-Standards.pdf) and that the applying journal is committed to support and fully comply with these standards. **Also, it is confirmed that all personal data provided with this application form are provided with the consent of the persons concerned.**

**Your contact details:**

* Name, title:
* Affiliation and position:
* Email:
* Role at Journal (e.g., Editor-in-Chief, Managing Editor, etc.):

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To be filled in by all applications

# About the Journal

**(1) Aims and scope:**

**(2) Article types:**

**(3) Editor(s)-in-Chief (EiC):***(Please name EiC with affiliation and details on editorial experience (including prior experience with journal management software and workflows in such systems); attach full CVs and publications as an appendix.*

**(4) Editorial Board:***(Please provide an overview of the Editorial Board here, i.e., number by countries/affiliation, expertise, composition, e.g., membership by societal affiliation, etc. Please attach a complete list of the Editorial Board members, including affiliations, as an appendix.)*

To be filled in by applications of type 1 (= new journal)

Rationale for Launching a New Journal

*In this section, please explain why there is a need for the proposed journal and specify relevant scholarly or practitioner communities in the field. Please also attach an endorsement by a scholarly or professional society supporting the proposed journal and confirming the need for a new journal in the field.*

**(5) Other journals in the field:**

*(Please list potential competing journals.)*

**(6) Why and by whom is the journal needed?**

*(Unique and distinctive characteristics of the proposed journal in comparison to existing journals in the field. How will you attract authors and high-quality submissions? Why do you think that the journal will have an impact on the research community?)*

**(7) What is your vision for this journal?**

*(Do you have specific future goals or milestones that the journal should achieve? Do you see strengths of the journal you want to build on? Do you see weaknesses you want to adress?)*

**(8) Planning the first publications:***(How do you plan to populate the journal/periodical? Do you have any contributors at hand who prospected to submit papers? Do you intend to invite papers?)*

**(9) Endorsement by scholarly/professional society:**

(Name of the society that provided an endorsement; please attach a letter of endorsement as an appendix.)

**(10) Other supporting scholarly/professional societies:**
*(Are there other societies affiliated with or supporting the proposed journal; what kind of relationship exists between the society and the proposed journal?)*

To be filled in by applications of type 2 (= transfer of journal)

# Journal Characteristics, Journal Background

**(11) Journal details:**

* ISSN:
* Current journal website:
* Current publisher or platform:
* Current publication and business model (e.g., Open Access with APCs, subscription based):
* Published since:
* Number of published volumes or articles:
* Journal indexed by:
* Impact Factor (if applicable):

**(12) Publication statistics for last complete publication year:**

* Number of submissions:
* Number of published articles:
* Number of published pages:
* Number of articles currently inreview:

**(13) Reasons for changing publisher/platform:**

*(Why do you want to transfer the journal from your current publisher/platform to PsychOpen GOLD?)*

**(14) Legal commitments:**

*(Who is the owner of the journal title? Who holds copyright for the contents of back issues? Are there any legal commitments to be observed?)*

**(15) Back content to be transferred to PsychOpen GOLD:**

*(Do you plan to transfer past issues to PsychOpen GOLD? What is the size of the back content, i.e., number of articles? Are there other materials or user data to transfer?)*

To be filled in by applications of types 2 and 3 (= transfer or renewal)

# Journal Impact

*It is expected that journals published at PsychOpen GOLD ultimately have a verifiable impact on the research community. Please provide information showing that the journal did achieve (or is likely to achieve in the future) an impact on the research community.*

**(16) Journal impact:***(Journal impact might be documented by citations in scholarly publications, acceptance by journal indices and quality controlled scholarly databases, number of submissions, number and geographical, institutional, etc. diversity of authors and reviewers, usage statistics, composition and expertise of editorial board, support by learned societies, unique or distinguishing features of journal, etc.)*

**(17) Plans to further enhance journal impact in the future:**

To be completed by all applicants

# Open Science Policy

## *The* [*PsychOpen GOLD Standards*](https://drive.google.com/a/leibniz-psychology.org/open?id=1QHEnuYesfE8v5p4DNYziRoZIfZxp7kv76E1ZwUuFEPQ) *require that journals implement an open science policy, guiding authors, reviewers, and editors in reasonable steps toward more transparency and openness in scientific communication.*

**(18) Current support of open science practices** (to be filled in by type 2 and type 3 applications)**:***(Please summarize your current implementation level of open science practices.)*

**(19) Intended implementation of open science practices:***Please use the* [*TOP Checklist*](https://gold.psychopen.eu/docs/TOP-Guidelines_summary-table.pdf) *to indicate the level of open science practices you intend to implement for the journal during the period of validity of this application. Please include the TOP checklist as an appendix.*

**(20) Are there any other journal activities or characteristics aiming to foster transparency, openness, and replicability of research?**

To be completed by all applicants

# Service Requirements

*In order to estimate efforts for running the journal on the PsychOpen GOLD platform we need to know its service requirements as accurately as possible.*

**(21) Basic publication characteristics:**

* Review type (e.g., single-blind, double-blind, open peer review):

**(22) Publication volume:***(Please specify below the* ***lower limits*** *of publication volume considered as acceptable for the journal.)*

* Number of papers per year:
* Page limits by article types:
* Required number of produced pages per year:

Are there article/content types with special (technical, workflow) requirements? Please specify:

|  |
| --- |
| **Please inform yourself about the services supported by PsychOpen GOLD by*** reading our compilation of the [PsychOpen GOLD Publishing Services](https://gold.psychopen.eu/docs/4_PsychOpen-GOLD_Publishing-Services.pdf),
* reviewing the [journals published at PsychOpen](https://www.psychopen.eu/browse-publications/).

In addition, you may want to * visit PsychOpen journals within external databases like [Europe’s Journal of Psychology at Pubmed Central](https://www.ncbi.nlm.nih.gov/pmc/journals/2875/) or the Journal of Social and Political Psychology at [Scopus](https://www.scopus.com/) or [PsycINFO](https://www.apa.org/pubs/databases/psycinfo/index.aspx), or the [Journal of Numerical Cognition at DOAJ](https://doaj.org/toc/2363-8761).

To organize the submission, review, production, publication, and (to some extent) distribution of articles PsychOpen GOLD utilizes specific journal management software. This software supports standard tasks within a scholarly publication workflow (e.g., article submission, organizing review rounds, issue management, publishing, etc.). To gain a better understanding of the available features and functions of the PsychOpen GOLD platform you are invited to* request a trial account of the journal management software and test its major features,
* read the user guides for our journal management platform ([OJS](https://docs.pkp.sfu.ca/)).

**Please ascertain that PsychOpen’s services and journal management platform fit your needs!**  |

**(23) Special requirements:***(Are there publishing services required by the journal but not covered by the supported publishing services, e.g., support for additional submission formats besides MS Word? Are there journal management and publishing features needed but not supported by the current journal management software, e.g., open reviews, blog or discussion forum, etc.? Please specify!)*

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To be completed by all applicants

# Journal Resources

PsychOpen GOLD seeks to realize state-of-the art standards in scholarly publishing of psychological research, making research freely available (open access) without charging author fees. This requires a substantial degree of commitment and collaboration by the editors and the journal’s editorial team. Besides an active editorial team, the journal might also be able to utilize funding by a society or other assistance. Please outline below the available resources for operating the journal.

## **(24) Editorial team (Associate/Subject Editors, Language Editors, Editorial Assistants, etc.)**

*(Please list below the members of journal’s editorial team, i.e., persons who will be responsible for or assist with tasks like journal management and organizational tasks [e.g., supervising submissions, issue planning], quality assurance [e.g., statistical review, language editing, checking submissions for journal style compliance], journal promotion, or other tasks.)*

* Managing Editor:*(Person who is responsible for the day-to-day journal management on the side of the Journal and the main contact person for the PsychOpen team.)*
* Managing Editor’s substitute:
* Editorial team (including Associate/Subject Editors, Editorial Assistants, etc.):

**(25) Funding, other support:***(Is there any funding available for operating the journal, e.g., for third-party publishing services like language editing? Are there any other supporting resources available?)*

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To be completed by all applicants

# APPENDIX

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A1) CV of Editor(s)-in-Chief

A2) Editorial Board

A3) Endorsement by scholarly/professional society (required for type 1 applications/new journal)

A4) [TOP-Checklist](https://gold.psychopen.eu/docs/TOP-Guidelines_summary-table.pdf) specifying intended level of open science practices implementation (to be reached within the period applied for).

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Information Requirements for the PsychOpen GOLD Journal Application Process

In the following we inform you about the collection of personal data in the decision process on acceptance of new journals applying for PsychOpen GOLD and the renewal of existing agreements. Personal data is all data that is personally available to you, e.g. name, address, e-mail addresses, phone number.

1. Information about us as controllers of your data
Responsible according to Article 4 (7) of the General Data Protection Regulation (GDPR) is the Leibniz Institute of Psychology (ZPID), Director: Michael Bosnjak, Universitätsring 15, 54296 Trier, Germany, Phone: +49 (0)651 201-2877, Fax: +49 (0)651 201-207, E-Mail: info@leibniz-psychology.org.
Our Data Protection Officer Michael Gerards can be reached at the above address, for the attention of the data protection department, or at datenschutz@leibniz-psychology.org.

2. Purposes of data processing and legal bases
Your data will be collected, stored and, if necessary, passed on to us as far as it is needed to assist in the application process (contact information), assess the quality of the journal and the suitability of the journal's leadership team.
The collection, storage and transfer of data is necessary in order to take steps at the request of the data subject prior to entering into a contract (Article 6 (1) lit. b GDPR).
Furthermore the data processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6 (1) lit. e GDRP).
Further processing only takes place if you have given your consent or if you have a legal permit.

3. Recipients of data
Your personal data collected in connection with PsychOpen GOLD journal applications is processed exclusively by ZPID personnel.

4. Duration of data storage
Personal data collected in connection with PsychOpen GOLD journal applications will be deleted within six months after a final decision letter has been sent to the applicant.

5. Your privacy rights
You have the right to request information from us at any time about your personal data stored with us (Article 15 GDRP). In addition, you have the right to request rectification under the conditions of Article 16 GDPR and / or deletion under the conditions of Article 17 GDPR and / or restriction of processing under the conditions of Article 18 GDPR. Furthermore, under the conditions of Article 20 GDRP, you can request data transfer at any time - provided that the data is still stored by us.
According to Article 21 GDRP you have the right to object, on grounds relating to your particular situation, at any time to processing of your personal data. We shall no longer process the personal data unless we demonstrate compelling legitimate grounds for the processing which override your interests, rights and freedoms or for the establishment, exercise or defence of legal claims.

6. Contact
All information requests, requests for information, revocations or objections to data processing should be directed to our Data Protection Officer by e-mail (datenschutz@leibniz-psychology.org) or by letter to the address specified under 1.
Should you wish to report a complaint or if you feel that we have not addressed your concern in a satisfactory manner, you may contact the State Commissioner for Data Protection and Freedom of Information in Rhineland-Palatinate, Hintere Bleiche 34, 55116 Mainz, Germany, Phone: +49 (0) 6131 208-2449, Fax: +49 (0) 6131 208-2497, E-Mail: poststelle@datenschutz.rlp.de.