Aries Systems Corporation

50 High Street, Suite 21 North Andover, MA 01845 USA

PH +1 978.975.7570

Editorial Manager®/ProduXion Manager® Release Notification 23.01 (January 2023)

em **Web of Science Reviewer Recognition Service Report Rebranding** *on page 1*	These changes are made to support rebranding of Web of Science Reviewer Recognition Service (formerly known as Publons). Several changes have been made in the Editorial Manager system, while others must be made by publication staff.
	Information on current integrations: *Manuscript analysis services* *Repositories*

Editorial Manager®

Web of Science Reviewer Recognition Service Report Rebranding

User role impact: EDITOR, REVIEWER, SYSTEM ADMINISTRATOR

Clarivate is rebranding its reviewer invitation and recognition services to *Web of Science Reviewer Recognition Service* (WoS RRS). WoS RRS, formerly known as Publons, is a web-based platform that enables reviewers to gain visibility and recognition for reviews.

Publication sites can integrate with WoS RRS to send review data to Web of Science. When Reviewers submit reviews in Editorial Manager (EM), a custom question is used to inform them about the recognition services and to ask if they consent to send their review data to Web of Science. A scheduled report, available in Enterprise Analytics Reporting (EAR), is used to send the data to Web of Science.
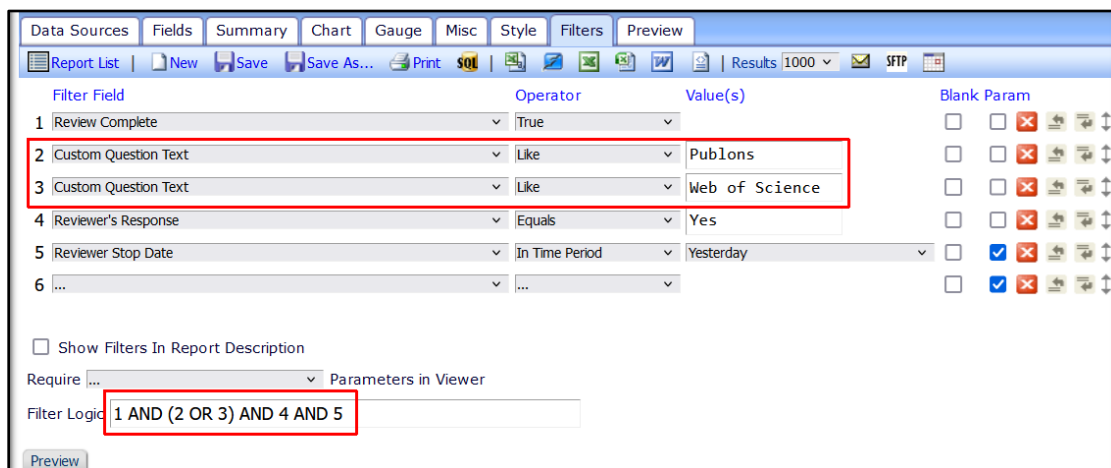
In support of the rebranding, several elements have been updated in EM. Additional changes should be made by a system administrator (as described in configuration section below). The report and custom review question will still function, but lingering references to Publons may be confusing to Reviewers and should be updated.

- Standard EAR report name: Changed from Publons Report to Web of Science Reviewer Recognition Service Report on all publication sites. No action required by system administrator.
- Standard EAR report filters: Changed on all publication sites. No action required by system administrator.
- Custom or modified EAR report: Changes must be made by system administrator or report administrator.
- Email address to which the report is sent: Changed to review@em.webofscience.com on all publication sites. No action required by system administrator.
- Body of email to send report to Web of Science: No change required.
- Letter purpose: Change must be made by system administrator.
- Review question text: Changes must be made by system administrator.

Standard report updates

The standard report name has been changed to **Web of Science Reviewer Recognition Service Report**. The renamed report appears in the Standard Reports section in the Third Party Exports folder. In addition, the report filters have been adjusted to pick up any reviewer who has completed a review and responded with "Yes" to a question that contains "Publons" or "Web of Science" in the question text.

New filter logic on the standard report will capture review questions that contain "Publons" or "Web of Science" in the question text.

	Filter Field	Operator	Value(s)	Blank	Param
1	Review Complete	True			
2	Custom Question Text	Like	Publons		
3	Custom Question Text	Like	Web of Science		
4	Reviewer's Response	Equals	Yes		
5	Reviewer Stop Date	In Time Period	Yesterday		☑
6	...	...			☑

Filter Logic: 1 AND (2 OR 3) AND 4 AND 5

TO CONFIGURE:

A system administrator must update the email and custom question before updating the report filter if a custom report is used.

First, go to **PolicyManager** > Email and Letter Policies > Edit Letters. On the Edit Letters page find the existing letter used with the Publons Report and click the link to edit.

- Change the Letter Purpose to: Report to Web of Science RRS.
- Confirm that recipient email address is: review@em.webofscience.com.
- Letter body: Do not make changes to the text of the letter body. (References to "Publons" are needed to make the token and delivery schedule work properly.)

Also update any references to "Publons" in Reviewer invitation and thank-you email templates. If the templates include a link to register with the recognition service, update the link to point to: https://access.clarivate.com/register?app=wos.

Second, go to **PolicyManager** > Reviewer and Editor Form Policies > Custom Review Questions for Editors and Reviewers > Create/Edit Custom Review Questions. Find the existing question used to present the Publons opt-in option to Reviewers and click the link to edit.

Replace existing text (referencing Publons) with the text below:

<p>Do you want to get recognition for this review on Web of Science Reviewer Recognition Service?</p><p><i>Don't let your reviewing work go unnoticed! Researchers the world over use Web of Science to effortlessly track their valuable peer review contributions for any journal. If you opt in, your Web of Science profile will automatically be updated to show a verified record of this review in full compliance with the journal's review policy. If you don't have a Web of Science profile, you will be prompted to create a free account. [Learn more]</i></p>

If the existing question text was customized (not recommended), update the name to Web of Science Reviewer Recognition Service and the links for information (shown above) to ensure that the report will function.

Finally, update the report if a custom report is used. Updates must be made by a user with reporting permissions. On the EAR main page, locate the report currently used to send information to Publons.

1. Click the Edit/Design icon (pencil) to access the report editor and go to the Filters tab. Replace the filter that references "Publons" with the following filter:

Filter Field	Operator	Value
Custom Question Text	Like	Web of Science Reviewer Recognition Services

2. If the report name includes "Publons," avoid confusing Editors by changing the name. Use **Save As** to rename the report (e.g., Web of Science Reviewer Recognition Service Report).

3. Schedule delivery for the new report. Use the letter configured above.

Recommendation: Once the new Web of Science report has been created and scheduled, delete the old Publons report.