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NATIONAL COMMISSION FOR SCIENCE, TECHNOLOGY AND INNOVATION

NATIONAL GUIDELINES FOR ACCREDITATION OF ACADEMIC JOURNALS IN KENYA

JULY 2022

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ABBREVIATIONS AND ACRONYMS

CUE : Commission for University Education

CV : Curriculum Vitae

ERP : Enterprise Resource Planning

ISERC: Institutional Scientific and Ethics Review Committee

KENRIS : Kenya National Research Information System

KES : Kenya Shillings

KNQA : Kenya National Qualification Authority

NACOSTI : National Commission for Science, Technology and Innovation

PI : Principal Investigator

RIMS : Research Information Management System

RSTI : Research, Science, Technology and Innovation

STI : Science, Technology and Innovation

STIRN: Science, Technology, Innovation and Research Network

FOREWORD

The National Commission for Science, Technology and Innovation (NACOSTI) is established under the Science Technology and Innovation Act (ST&I), 2013 (Rev 2017). The mandate of NACOSTI is to regulate and assure quality in the science, technology and innovation sector and advise the Government in matters related thereto. In so doing, Section 6(1)(p) of the STI Act specifies that the Commission shall develop and enforce codes, guidelines and regulations in accordance with the policy determined under this Act for the governance, management and maintenance of standards and quality in research systems. Further, Section 26 of the STI Act specifies that "Research findings and information regarding research systems shall be **stored or disseminated, utilized or applied in such a manner as may be prescribed by the Commission from time to time**". In this regard, the Commission has developed an online Journal evaluation accreditation mechanism within respective knowledge areas/R&D classification which is based on a number of internationally benchmarked and recognized parameters that measure the quality of a journal.

NACOSTI

DEFINITION OF TERMS

Interpretation.
In these Guidelines, unless the context otherwise requires-

"**Commission**" means the National Commission for Science, Technology and Innovation established under section 3 of the STI Act;

"**Eligible**" means meeting the stipulated requirements;

"**Foreign researcher** "means foreign scientist who holds a masters degree and above registered by NACOSTI to undertake research in the country. *Tanzania Wildlife Act - 2020.*

"**Institution of Affiliation**" means a research institution registered under the STI Act or Accredited University in Kenya;

"**Local researcher** "means local scientist who holds a masters degree and above registered by NACOSTI to undertake research in the country. *Tanzania Wildlife Act - 2020*

"**Journals**" refer to peer reviewed periodical publications devoted to the dissemination of original research and new developments within specific disciplines, sub-disciplines or fields of study. These include original articles, research letters, research papers and review articles. Journals require have a peer review policy.

"Principal Investigator" means the main researcher overseeing or leading or conducting the research process or project;

"**Research**" means any investigation or inquiry which aims to collect and collate data or information, academic or non-academic, in areas of humanities or pure sciences or technology that will lead to new knowledge or information. *Legal Notice No. 107*

"Researcher" is a person who engages in the methodical and systematic investigation of societal challenges and aspirations, propositions, and hypotheses with the goal of contributing to new knowledge, or a person whose job involves discovering or verifying information for use in a book, programme, etc.

"**Research Associate**" means a person who holds a good academic qualification with at least a bachelor degree.

"**Research institution**" means any organization, centre or place whether public or private in which research of any kind is conducted or undertaken by any person, consortium or institute, and which is registered under this Act;

"Research system" means research, science, technology or innovation

"**Science Citation Index (SCI)**" is a citation index originally produced by the Institute for Scientific Information (ISI) and created by Eugene Garfield. It was officially launched in 1964 and is now owned by Clarivate Analytics (previously the Intellectual Property and Science business of Thomson Reuters). The larger version (**Science Citation Index Expanded**) covers more than 9,200 notable and significant journals, across 178 disciplines, from 1900 to the present. These are alternatively described as the world's leading journals of science and technology, because of a rigorous selection process.

"**Scientific research**" refers to any investigation or research or inquiry or interview that aims to collect data or information, academic or non-academic, in areas of humanities or pure sciences or engineering or technology or for purpose of marketing survey or opinion polls that will lead to new knowledge or information;

"**Scheduled science**" means any of the groups of sciences listed in the Second Schedule to the STI Act; and

"**STI Act**" means the Science, Technology and Innovation Act, 2013 (Revised 2017).

"**University**" has the meaning assigned it under the Universities Act, 2012 (No. 42 of 2012).

Scopus is the largest abstract and citation database of peer-reviewed literature: scientific journals, books and conference proceedings. Delivering a comprehensive overview of the world's research output in the fields of science, technology, medicine, social sciences, and arts and humanities, Scopus features smart tools to track, analyze and visualize research. Researchers may use Scopus Preview to assist with their research, such as searching authors, and learning more about Scopus content coverage and source metrics.

SCImago

SCImago is a research group from the Consejo Superior de Investigaciones Científicas (CSIC), University of Granada, Extremadura, Carlos III (Madrid) and Alcalá de Henares, dedicated to information analysis, representation and retrieval by means of

visualisation techniques. As well as the SJR Portal, SCImago has developed The Shape of Science, the SIR (SCImago Institution Rankings) and the Atlas of Science.

SCImago The SCImago Journal & Country Rank is a publicly available portal that includes the journals and country scientific indicators developed from the information contained in the Scopus® database (Elsevier B.V.). These indicators can be used to assess and analyze scientific domains. Journals can be compared or analysed separately.

Scimago Lab is a technologically-based company offering innovative solutions to improve the Scientific Visibility and Online Reputation.

1. INTRODUCTION

1.1 Preamble

Academic Journals provide reputable and reliable dissemination mechanism for research outcomes and findings, as well as serve information/literature needs of researchers, experts, specialists, and decision makers. The publication of local academic journals, and recognition of international academic journals in Kenya is haphazard hence significantly limiting the production and sharing of research findings and knowledge. The situation is further compounded by the emergence of predatory journals in the international arena, hence making it difficult to identify top notch researchers. The majority of local academic journals in the country are published by universities and research institutions, and lack in consistency of publication, quality of reviewers, as well as international appeal. Editors for the journals are mostly inhouse and conflicted, while the inclusion of international advisory board members has negligible impact due to their minimal or nominal involvement in key matters of a local journal.

Accordingly, there is an urgent need to develop a national Journal Evaluation and Accreditation framework in Kenya aimed at ensuring that researchers in Kenya only publish their research work in recognized and reputable local and international journals. Such a framework would foster research excellence and academic scholarship benchmarked with global standards and best practice. Further, the Journal Evaluation and Accreditation Framework will promote stronger and impacting triple helix linkages between researchers, the Government, and the industry, and also enhance graduate research and mentorship, while safeguarding against predatory journals whose core orientation is towards financial gain rather than high quality research.

National Commission for Science, Technology and Innovation (NACOSTI) is established by the Science, Technology and Innovation (STI) Act, 2013 (Rev. 2017) as a State Corporation. The mandate of NACOSTI is to regulate and assure quality in the science, technology and innovation sector and advise the Government in matters related thereto. To achieve its mandate, the STI Act stipulates seventeen functions of NACOSTI, which may be categorized into: Regulating, Advising, Coordinating, and Promoting matters related to STI and the STI Sector.

Section 26 of the STI Act states that "Research findings and information regarding research systems shall be stored or **disseminated**, utilized or applied in such a manner as may be prescribed by the Commission from time to time". In this regard, the Commission has developed an online Journal evaluation accreditation mechanism

within respective knowledge areas/R&D classification which is based on a number of internationally benchmarked and recognized parameters that measure the quality of a journal.

1.2 Purpose and objectives of Journal Accreditation

The key objectives of Journal accreditation and quality assurance are;

(i) to create such a "recognition and reward ecosystem" where "high quality research" is rewarded and promoted

(ii) to help Higher Education institutions, regulating agencies, funding agencies, researchers, and Policy makers to objectively evaluate the prestige of a journal, in a given subject area, and make informed decisions about the prestige of journals where faculty members typically publish

(iii) to recognize, with high degree of accuracy within the community of researchers, those researchers who aim for the prestigious journals because they are doing world class research

2. ACCREDITATION OF ACADEMIC JOURNALS

2.1 Academic Writings and Journals

Academic Journals contain a compilation of academic writings that are expected to be original, planned, focused, logically structured, well-sourced, unbiased, evidence-based, grammatically correct and in a clear formal language. Academic writing is the formal style of writing used in universities and scholarly publications, and may be descriptive, analytical, critical and persuasive. Critical writing is common for research, and postgraduate writing and requires researchers to evaluate and critique at least two points of view, and provide own opinion. The main purpose of academic writing is to expose or provide knowledge or information that is relevant, clear and thoughtful on a subject matter of interest in a specific or multi-disciplinary field. Accordingly, most academic writings are collaborative and builds on previous research by others through citation of literature sourced from reliable sources or databases. For academics and researchers, academic writings are most published journal articles, reports, books, and chapters in edited books.

Fundamental rules of academic writing require researchers and authors to identify and describe a topic clearly, then specify an outline of the report or thesis, and

thereafter write the body of the text in active voice using informative, concise, and short sentences. The report or thesis should have a conclusion that summarizes all the main points and outcomes. It is to be noted that different fields of study have different styles or approaches to academic writing. In scientific writing it's expected that authors will concisely and accurately report methods and results, while in the humanities, the emphasis is on constructing convincing arguments through the use of textual evidence.

2.2 Quality Assurance of Academic Journals

Academic or scholarly Journal is a collection of peer-reviewed original research articles written periodically by researchers and experts in a particular academic discipline. Periodic publication of academic journals provide a forum for the creation, review, critiquing, interrogation, and invention of knowledge, as well as infusion of the same in national development strategies. Journals serve as a base to disseminate knowledge consistently, and network among like-minds or peers. A key method of assuring quality of academic journals is the peer-review mechanism, which is the process by which experts advise editors on the value of scientific manuscripts submitted for publication. Peer review confers legitimacy not only on scientific journals and the papers they publish but on the people who publish them. As such, journals of repute have a diverse team of eminent peer-reviewers focused on the subject areas of the Journal.

Peer review of manuscripts submitted for consideration for publication in a journal facilitates a standard 'objective' test of the soundness, reliability, originality, relevance, appropriateness, and quality of research papers published in the journal. Peer review mechanism also enables academic linkages and relationships between networks of researchers. In addition to being the premium quality control tool for academic journals, peer review is a powerful medium for recognizing and increasing the value of manuscripts, hence enhancing the repute of Journals. In this regard, peer-review of research manuscripts is now regarded as part of the inherent social infrastructure of research taking note of the context in which a team of experts develop, adapt and enforce standards of judgement which are then collated for the final outcome. The other element of peer review is that authors of manuscripts that are rejected have a chance to learn and upscale their manuscript in tune with reviewers recommendations, and re-submit or submit other relevant journals, resulting in peer-review 'value multiplier' effect. In summary, peer review fortifies the autonomy, legitimacy and credibility of science, as well as reflects the multi-dimensional and multi-faceted public status of science.

2.3 Emerging threat of Predatory Journals

Predatory journals may be regarded as journals or publishers who accept articles for publication at fee without undertaking standard quality checks on articles, including checks on soundness, plagiarism or ethical approval. Predatory journals and publishers prioritize self-interest at the expense of scholarship and are characterized by false or misleading information, deviation from best editorial and publication practices, a lack of transparency, and/or the use of aggressive, indiscriminate solicitation. It is sometimes difficult to distinguish a predatory journal from a journal that is under-resourced, hence the need to undertake due diligence taking note that an under-resourced journal may not have an intention to deceive.

Predatory journals are not only a global threat, but also a threat to Kenya's fragile science, technology and innovation sector as they sow confusion in the sector, and promote shoddy scholarship and waste of resources. Universities and colleges in Kenya are faced with a serious challenge and bottleneck during recruitment of academic staff and assessment of post-graduate students who are expected to have published a specified number of articles in peer-reviewed journals, some of which may be predatory. Consequently, there should be concerted efforts among organizations, researchers, industry, academia and governments to fight predatory journals and publishing. The need for national or regional academic Further, institutions need to encourage and incentivize their researchers and students to publish in reputable or recognized academic journals, while relevant the national regulating agencies need to institute mechanisms for journal accreditation and regulation. It may be noted that India's University Grants Commission has created a reference list of respectable journals and is currently working to revise academic publication incentives and develop a training course to reinforce the message. Other countries or institutions that have established a journal evaluation, accreditation or quality assurance mechanism include South Africa, Ethiopia, Pakistan, and Kuwait university, among others. It is this context that NACOSTI, as the regulating agency for research, science, technology, and innovation, herein establishes the National Guidelines for Accreditation of Academic Journals in Kenya

2.4 Delegation by the Commission

The Commission may accredit or designate a competent organization or societies or committee or panel to carry out this function on its behalf, as may be determined from time to time. Nothing delegated shall be deemed to have been withdrawn from or restrict the powers or responsibilities of the Commission. As such, the Commission shall have the power to exercise any of the delegated functions.

3. JOURNAL EVALUATION AND ACCREDITATION

3.1 Journal Accreditation Framework

In line with NACOSTI mandate as specified in Section 26 of the STI Act, and in tune with global best practice, it is guided that research findings and information regarding research systems shall be stored or disseminated through recognized channels and platforms, chief of which shall be publication in Journals accredited by NACOSTI.

Accredited Journals in Kenya shall fall under three categories or tiers, as specified below.

Tier one (1) Journals (Top Excellence Journals)

A Journal is eligible for accreditation as a Tier one (1) Journal if and only if it is indexed by an international indexing agency that is recognized by NACOSTI from time to time. The Accreditation status is valid for a period of three years after which a request for renewal shall be made to NACOSTI for consideration

Currently, NACOSTI recognizes the journals indexed by;

(a) **Web of Science (WoS) Core Collection,** i.e. Science Citation Index Expanded (SCIE), Social Sciences Citation Index (SSCI), Arts and Humanities Citation Index (AHCI). Web of Science (previously known as Web of Knowledge) is a website that provides subscription-based access to multiple databases that provide comprehensive citation data for many different academic disciplines. It was originally produced by the Institute for Scientific Information (ISI) and is currently maintained by Clarivate Analytics (previously the Intellectual Property and Science business of Thomson Reuters).

(b) **Scopus**: Scopus is Elsevier's abstract and citation database launched in 2004, and covers nearly 36,377 titles (22,794 active titles and 13,583 inactive titles) from approximately 11,678 publishers, of which 34,346 are peer-reviewed journals in top-level subject fields of life sciences, social sciences, physical sciences and health sciences. It covers three types of sources: book series, journals, and trade journals. All journals covered in the Scopus database are reviewed for sufficiently high quality each year according to four types of numerical quality measure for each title, namely; h-Index, CiteScore, SJR (SCImago Journal Rank) and SNIP (Source Normalized Impact per Paper).

(c) **The International Bibliography of the Social Sciences (IBSS):** IBSS is an essential online resource for social science and interdisciplinary research. IBSS includes over two million bibliographic references to journal articles and to books, reviews and selected chapters dating back to 1951.

(d) **PubMed:** PubMed is a free search engine accessing primarily the MEDLINE database of references and abstracts on life sciences and biomedical topics. The United States National Library of Medicine (NLM) at the National Institutes of Health maintain the database as part of the Entrez system of information retrieval. The database comprises more than 32 million citations for biomedical literature from MEDLINE, life science journals, and online books. Citations may include links to full text content from PubMed Central and publisher web sites.

The application process for inclusion in the ISI or IBSS lists depends on those bodies and the administrators of the list must be contacted directly.

- Thomson Reuters ISI Web of Science Indices; http://science.thomsonreuters.com/mjl/
- ProQuest IBSS;

http://www.proquest.com/en-US/catalogs/databases/detail/ibss-set-c.shtml

Tier two (2) Journals (Excellence Journals)

A Journal is eligible for accreditation as a Tier two (2) Journal if and only if it is listed in the NACOSTI list of Tier two (2) Journals after undergoing a rigorous evaluation process and upholding standards thereafter.

The Accreditation status is valid for a period of three years after which a request for renewal shall be made to NACOSTI for consideration.

Journals qualifying for Tier two (2) listing must meet the criteria below:

(a) The purpose of the journal must be to disseminate research results and the content must support high level learning, teaching and research in the relevant subject area
(b) Articles accepted for publication in the journal must be peer reviewed by a combination of well-reputed local and international experts in relevant field
(c) The Journal should be indexed/abstracted with at least one NACOSTI recognized indexing/abstracting agency
(d) At a minimum, a quarter of the published articles should have international authorship including the corresponding author
(e) No self-institutional publications are allowed
(f) The majority of contributions to the journal must be beyond a single institution [It is required that every journal has at least 51% from different institutions]
(g) The journal must have an International Standard Serial Number (ISSN) [This must appear on the published journal]
(h) The journal must be published regularly, uninterrupted, and should have been published for at least three years; A minimum of three consecutive issues per year

must be published for journals with a quarterly or higher publication frequency and one issue per year for annual publications.

(i) The journal must have an editorial board that includes reputable members with at least PhD and beyond a single institution, as well as international board members, and is reflective of expertise in the relevant subject area
(j) The journal must be distributed beyond a single institution
(k) There is evidence of Capacity Building of Editors at least once a year.
(a) Articles processing should be through the Open Journal Systems (OJS), or similar journal management system

Tier three (3) Journals (Good Journals)

A Journal is eligible for accreditation as a Tier three (3) Journal if and only if it is listed in the NACOSTI list of Tier three (3) Journals after undergoing a rigorous evaluation process and upholding standards thereafter.

The Accreditation status is valid for a period of three years after which a request for renewal shall be made to NACOSTI for consideration

Journals qualifying for Tier three (3) listing must meet the criteria below:

(a) The purpose of the journal must be to disseminate research results and the content must support high level learning, teaching and research in the relevant subject area
(b) Articles accepted for publication in the journal must be peer reviewed by well-reputed experts in relevant field
(c) The Journal should be indexed/abstracted with at least one NACOSTI recognized indexing/abstracting agency
(d) Publications by editor or members of editorial team is not allowed.
(e) Self-institutional authorship shall not exceed a fifth of total articles.
(f) Over 30% of contributions to the journal must be beyond a single institution [It is required that every journal has at least 31% from different institutions]
(g) The journal must have an International Standard Serial Number (ISSN) [This must appear on the published journal]
(h) The journal must be published regularly; A minimum of three consecutive issues must be published per year for journals with a quarterly or higher publication frequency and one issue per year for annual publications.
(i) The journal must have an editorial board comprising of members with PhD degrees in the relevant fields (i.e. area of publication) and strong research and publications background
(j) The journal must be distributed beyond a single institution
(k) There is evidence of Capacity Building of Editors at least once a year.
(l) Articles processing should be through the Open Journal Systems (OJS), or similar journal management system

Note:

- It is to be noted that mere fulfillment of the listed criteria does not guarantee accreditation. NACOSTI has an exclusive right to defer or reject any application for journal accreditation on the basis of content analysis, non-compliance with journal policy and procedures, or infringement of ethical guidelines, among others.
- Research oriented books in all the scientific areas shall be recognized through rigorous peer review, and equated with maximum two (2) research articles in either of Tier two (2) or Tier three (3) Category on the expert recommendation of relevant scientific expert panel.

3.2 Procedure for application for Journal Accreditation

i. All applications will be launched using NACOSTI Journal Portal and applicants are advised before making the application to carefully read the instructions provided in the system.

ii. Using email verification**,** the applicant will be required to create his/her account in the Portal.

iii. Upon successful login, the applicant will be re-directed to a dashboard, where the applicant should click on **Journal Accreditation**, then click on new application.

iv. Before the applicant uploads his/her the Profile Details as shown **i**n **Annex I**, he/she must agree to the terms and condition in order to proceed with the application. One must fill all the mandatory fields (marked with asterisks).

v. The applicant is required to upload the following;
   (i) a passport photo
   (ii) the latest softcopies of the journal
   (iii) a copy of the receipt for payment of processing fee for journal accreditation.

   *Applicants for Journal Accreditation are required to pay a non-refundable processing fee as shall be determined by NACOSTI from time to time. Current processing fee is KES 20,000 that covers the cost of assessment, and subsequent M&E activities during a period of three (3) years.

vi. The next steps will require the applicant to input the following information;
   (i) Title, including translations if not published in English
   (ii) The ISSN of the journal [this must be printed on the journal as well]
   (iii) Publisher and the publisher's address and contact details

(iv) Frequency of publication [i.e. annual, biannual etc. sufficient soft and hardcopies are required as evidence].

(v) Evidence that the journal has been published for the minimum prescribed cycle (the most recent 3 copies of 3 consecutive issues for a journal with a quarterly or higher publication frequency, 2 copies, for a journal published semi-annually, and 1 copy for a journal published annually). [It is actually best to send at least 3 issues, even for an annual journal. It is difficult for the panels to assess the quality of the journal if fewer are provided]

(vi) Editorial policy, including description of the publication ethics and scientific malpractice statements, and evidence of the peer review process [It is best if this is stated in the journal]

(vii) Name of Editor-in-Chief, Duration of Service of Editor-in-Chief

(viii) Editorial Board, the status [i.e Prof, Dr, Head of Dept etc, which Dept or school or centre etc] of the members of the editorial board must be stated together with their institutional affiliations.

(ix) Upload Curriculum vitae (CV) of the Editor-in-Chief and members of the Editorial Board, including a list of publications for the last five (5) years, H-index and citation count

(x) Citation data on the articles published in the Journal in the last two (2) issues of the journal based on Google-scholar search

(xi) Journal's Scimago Journal and Country Rank (SJR) or Impact Factor (IF), if any

(xii) In the case of electronic journals, the journal's internet Uniform Resource Locator (URL).

(xiii) Indication of library holdings should be provided. [The relevant system can be used to provide evidence of library holdings at different HEIs, the journal must be held by more than one of the HEIs]

(xiv) Brief description of the publication and refereeing history for the past two (2) years for every article submitted to the journal

(xv) List of external reviewers/referees per article published in the last two (2) volumes of the journals and the list of their publications in Scopus/WoS indexed journal.

(xvi) Reviewers/referees' comments and recommendations on the article published in the journal in the last (2) issues of the journal (proof of proper evaluation)

(xvii) Publication schedule and history for the past two (2) years showing the dates when the journal was printed and/or when its content was posted online

(xviii) Journal's Public Engagement and Influence Profile

ANNEXES

ANNEX 1: APPLICATION FORM FOR ACCREDITATION OF ACADEMIC JOURNAL

a) The applicant is required to upload the following;
   (iv) a passport photo
   (v) the latest softcopies of the journal
   (vi) a copy of the receipt for payment of processing fee for journal accreditation.

b) Title, including translations if not published in English

   _____

   _____

c) The ISSN of the journal [this must be printed on the journal as well]

   _____

d) Publisher and the publisher's address and contact details

   _____

e) Frequency of publication [i.e. annual, biannual etc. sufficient soft and hardcopies are required as evidence].

   _____

f) Evidence that the journal has been published for the minimum prescribed cycle (the most recent 3 copies of 3 consecutive issues for a journal with a quarterly or higher publication frequency, 2 copies, for a journal published semi-annually, and 1 copy for a journal published annually). [It is actually best to send at least 3 issues, even for an annual journal. It is difficult for the panels to assess the quality of the journal if fewer are provided]

   _____

g) Editorial policy, including description of the publication ethics and scientific malpractice statements, and evidence of the peer review process [It is best if this is stated in the journal]

   _____

   _____

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h) Name of Editor-in-Chief, Duration of Service of Editor-in-Chief

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i) Editorial Board, the status [i.e Prof, Dr, Head of Dept etc, which Dept or school or centre etc] of the members of the editorial board must be stated together with their institutional affiliations.

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j) Curriculum vitae (CV) of the Editor-in-Chief and members of the Editorial Board, including a list of publications for the last five (5) years, H-index and citation count

_____
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k) Citation data on the articles published in the Journal in the last two (2) issues of the journal based on Google-scholar search

_____
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_____
_____

l) Journal's Scimago Journal and Country Rank (SJR) or Impact Factor (IF)

_____

m) In the case of electronic journals, the journal's internet Uniform Resource Locator (URL)

_____

n) Indication of library holdings should be provided. [The relevant system can be used to provide evidence of library holdings at different HEIs, the journal must be held by more than one of the HEIs]

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o) Brief description of the publication and refereeing history for the past two (2) years for every article submitted to the journal (i.e. number of times the journal was late for publication; refereeing lag time or the length of time referees return their evaluations to the editor; length of time from author submission to editorial decision of acceptance or rejection of the article, and submission-to-publication time

_____

_____

_____

_____

(use additional sheet(s) if necessary)

_____

Printed Name and Signature of Editor-in-Chief

p) List of external reviewers/referees per article published in the last two (2) volumes of the journals and the list of their publications in Scopus/WoS indexed journal.

Article Title	Referee/Reviewer
Volume 1	
1. _____	1.1. _____ 1.2. _____ 1.3. _____
2. _____	2.1. _____ 2.2. _____ 2.3. _____
3. _____	3.1. _____ 3.2. _____ 3.3. _____
4. _____	4.1. _____ 4.2. _____ 4.3. _____
(add space as needed)	

Volume 2 1. _____ 2. _____ 3. _____ 4. _____	1.1. _____ 1.2. _____ 1.3. _____ 2.1. _____ 2.2. _____ 2.3. _____ 3.1. _____ 3.2. _____ 3.3. _____ 4.1. _____ 4.2. _____ 4.3. _____

q) Reviewers/referees' comments and recommendations on the article published in the journal in the last (2) issues of the journal (proof of proper evaluation)

Article Title	Referee/Reviewer *(with attached signed comments and recommendations)*
1. _____ 2. _____	1.1. _____ 1.2. _____ 1.3. _____ 2.1. _____ 2.2 _____ 2.3. _____

r) Publication schedule and history for the past two (2) years showing the dates when the journal was printed and/or when its content was posted online;

Publishable format: ☐ printed; ☐ on-line (active as of what latest issue)			
Intended frequency of publication: ☐ annual; ☐ semi-annual; ☐ others (specify) _____			
	Publication Dates		# of copies
	Target	Actual	
Volume No. _____ Issue No. _____			

Issue No. _____ Volume No. _____ Issue No. _____ Issue No. _____ Volume No. _____ Issue No. _____ Issue No. _____			

s) Journal's Public Engagement and Influence Profile (can be derived from data solicited from authors/contributors of the articles and/or from the internet):

*Number of times articles published in the past two (2) years has been cited in/on:

- Mainstream news sources (print media):
- Blogs
- Twitter
- Facebook
- Youtube
- Radio
- Television

*If articles published in the past two (2) years are available at ResearchGate:

- Number of citations:
- Number of reads:

*Number of times articles published in the past two (2) years has been cited in policy papers (House/Senate bills, Cabinet memos, etc.):

*Total number of advocacy or extension activities relevant to the articles published in the past two (2) years:

*Total number of conference presentations (local and international) related to the articles published in the journal for the past two (2) years:

ANNEX 2: REMOVAL OF JOURNALS FROM APPROVED LIST OF KENYAN JOURNALS

- Accredited journals that do not continuously fulfill the criteria for approval will be removed from the approved list of accredited journals.
- NACOSTI will periodically sample journals to assess if they continue to meet the criteria. However, institutions and individuals may submit a proposal for the removal of a journal. Proposals must be accompanied by a detailed motivation for the removal of such journals, in particular stating which criteria the journal ceases to fulfil. Such proposals must be submitted to NACOSTI as soon as is possible.
- Removed journals may be re-submitted after a minimum of three consecutive issues have been published for the journals with a quarterly or higher publication frequency, two issues for semi-annual and one issue for annual journal publications, using the above procedure.
- For purposes of transparency, the reasons for removal of journals will be made public.

ANNEX 3: INDEXES

(a) "**Citation index**" is a kind of bibliographic index, an index of citations between publications, allowing the user to easily establish which later documents cite which earlier documents

(b) The **impact factor** (**IF**) or **journal impact factor** (**JIF**) of an academic journal is a scientometric index calculated by Clarivate that reflects the yearly average number of citations of articles published in the last two years in a given journal. It is frequently used as a proxy for the relative importance of a journal within its field; journals with higher impact factor values are often deemed to be more important, or carry more intrinsic prestige in their respective fields, than those with lower values. However, the science community has also noted that review articles typically are more citable than research articles.

For example, *Nature* had an impact factor of 41.577 in 2017:[6]

$$\mathrm{IF}_{2017} = \frac{\mathrm{Citations}_{2017}}{\mathrm{Publications}_{2016} + \mathrm{Publications}_{2015}} = \frac{74090}{880 + 902} = 41.577$$

(c) **The Article Influence Score™ (AIF)** for each journal is a measure of the per-article citation influence of the journal. This tells us that how much the articles of a journal have influenced the knowledge in a given subject area. We will display its raw value (AIFRaw) and the percentile value (AIFp)

(d) **Other factors:** There are also other factors to sider for example, H-Index, Self-Citation Ratio, SJR (SCImago Journal Rank Indicator) and SNIP (Source Normalized Impact per Paper). Researchers may also consider the practical aspect of a journal such as publication fees, acceptance rate, review speed.

(e) **H-Index**

The h-index is an author-level metric that attempts to measure both the productivity and citation impact of the publications of a scientist or scholar. The index is based on the set of the scientist's most cited papers and the number of citations that they have received in other publications

The H-index is a prestigious measure to determine the quality and quantity of research produced by a researcher, Journal and an institute. If H articles of a Journal are cited at least H times each and the remaining articles are not cited more than H times, then H will be the H-index of a Journal. We will display its raw value (HIRaw) and the percentile value (HIp)

(f) **Article Influence Score (AIF)** is a measure of the per-article citation influence of the journal. To cater for diversity, we are taking 3 factors from

Scimago website. SCImago is a research group from the Consejo Superior de Investigaciones Científicas (CSIC), Institute of Granada, Extremadura, Carlos III (Madrid) and Alcalá de Henares, dedicated to information analysis, representation and retrieval by means of visualization techniques [http://www.scimagojr.com].

(g) **Cites per Doc in last 2 years** measures the scientific impact of an average article published in the journal, it is computed using the same formula that journal impact factor ™ (Thomson Reuters). We will display its raw value (CD2Raw) and the percentile value (CD2p).

(h) **SCImago Journal Rank (SJR indicator**) is a measure of scientific influence of scholarly journals that accounts for both the number of citations received by a journal and the importance or prestige of the journals where such citations come from.

(i) Source Normalized Impact per Paper (SNIP)]

This indicator measures the average citation impact of the publications of a journal. Unlike the well-known journal impact factor, SNIP corrects for differences in citation practices between scientific fields, thereby allowing for more accurate between-field comparisons of citation impact. This measure is proposed by well-known CWTS Journal Indicators Project [http://www.journalindicators.com]. We will display the raw value (SNIPRaw) and the percentile value (SNIPp).

The 6 measures described above are publicly available from prestigious projects for journals of knowledge domains.

(j) Total Journal Prestige (TJS)]

The TJS is a proprietary measure to understand an overall impact that a journal has made on a Subject Area in terms of its Eigen Factor, Article Influence, Scimago Journal Rank, H-index, Impact Factor and Source Normalized Impact per Paper.

If a factor is not available, then a default value of Zero (0) is used for doing calculations.

ANNEX 4: CLASSIFICATION OF RESEARCH AND DEVELOPMENT FIELDS

Natural Sciences
Mathematics
Computing and Information Sciences
Physical Sciences
Chemical Sciences
Earth and related Environmental Sciences
Biological Sciences
Other Natural Sciences

Engineering and Technology
Civil Engineering
Electrical Engineering, Electronic Engineering, Information Engineering
Mechanical Engineering
Mechatronic Engineering
Chemical Engineering
Material Engineering
Medical Engineering
Environmental Engineering
Agricultural/Biosystems Engineering
Geomatic Engineering
Environmental Biotechnology
Industrial Biotechnology
Nanotechnology
Other Engineering and technologies

Medical and Health Sciences
Basic Medicine
Clinical Medicine
Health Sciences
Medical Biotechnology
Other Medical Sciences

Agriculture and Veterinary Sciences
Agriculture, Forestry and Fisheries
Animal and Dairy Sciences
Veterinary Science
Agricultural Biotechnology
Other Agricultural Sciences

Social Sciences
Psychology and Cognitive Sciences
Economics and Business
Educational Sciences
Sociology

Law
Political Science
Social and Economic Geography
Media and Communications
Other Social Sciences

Humanities
History and Archaeology
Language and Literature
Philosophy, Ethics and Religion
Arts (Arts, history of Arts, Performing Arts, Music)
Other Humanities