The Concept of Indexing in a Wider Sense

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Abstract

Indexing can be said as a kind of sign board stored on a computer or on a set of cards in chronological order. Indexing can be done in different way that is by name, page number, hyperlinks, keywords. It gives a clear information where the words can be found and in which sentences. Indexing citation is another concept which states the presence of another work. There are different agencies of Indexing specially they are known as citation indexing All these indexing agencies have indexing parameter to measure it. The measurement of all aspects related to the publication and reading of books and documents are called bibliometric, different Parameters are there to measure the indexing agencies. After uploading a journal for publication, it is reviewed by different methods. There are few publications which is freely available that is called open access publication. Many open access journals comply with well-established peer-review process and maintained high publishing standards.

Key Words- Indexing, Citation, Indexing parameters, Open access publication.

Introduction

To make the journal their own space among the crowding publishing, journals must increase their visibility, availability, and readership. If the publication indexed by one or more leading databases then the journal can make their own space.. Database research is the first activity researchers undertake as part of their study, and they naturally look to established, well-known databases. Thus, being indexed in a known database in a particular field will help increase the journal's readership. (Kennedy, 2016). There are certain rules and regulation which most of the indexing agencies followed.. Many Journal indexing agencies have certain rules like

Journal must have e-IISN and P-ISSN
Journal must have at least 5 issues or at latest 1-3 years old.
Journal must have at least 60 % foreign members in the editorial board

These are some of the conditions of applying the journal for indexing. All Journal indexing agencies have an online journal submission form where the submitter needs to enter the information asked. The Journal indexing agencies take 10 to 180 days to evaluate the journal and approve for indexing. After indexing, it may send a confirmation email to the author**.** Some indexing has an inquiry form to ask about the indexing stages and proceedings. (Journal indexing agecies, 2018). To measure the impact of the indexing agency some parametes are set, One is called the Bibliometrics, The term bibliométrie was first used by Paul Otlet in 1934.It is the use of statistical methods to analyse books, articles, and other publications. (Bibliometrics, n.d.)

1. Citation Indexing and its importance

Citation Indexing is an indicator or it can be said as a moral code pointing something some collection of information. It is a list showing in which page the information is. Index entries are created only for those records that satisfy some conditional expression. Citation Indexing is done to make the things accessible to everyone. Citation indexing is done to increase the impact factor in the article, that is how many times the article has been cited. It is mentioned in the footnotes or at the end of the articles.

The ethical perspective of citation indexing is to avoid duplication of research work and the idea of acknowledgement of prior work carried out by researchers.

There are different concepts of indexing such as name, page number, hyperlinks key words etc. There are different types of Indexing such as

·   Indexing by authors
·   Indexing by subject
·   Indexing by person
·   Indexing by Place

·   Indexing by concept

2. The role played by Indexing Agencies

There are different types of Indexing agencies such as Isi web Of Science, Scopus, Ulrich's periodicals, Directory, OCLC, Google Scholar, Crossref , ABCD, MIAR, Index Copernicus, Bielefeld academy Search Engine. Each and every Indexing agencies have their own evaluation policies.

Evaluation process of each of the agencies:

1.   Scopus- To publish a journal in Scopus the title should be peer reviewed. The author should publish on a regular basis and must have an ISSN number that has been registered with an international centreThe review process are grouped into five main categories such as journal policy, content, journal standing, regularity and online availability. (Scopus: Access and use Support Center, n.d.)

2.   Isi Web Of Science- It can confidently discover, evaluate and access the free and high quality open access journals to the researcher.. In Data citing Index descriptive records are created for data objects and linked to literature articles in the *Web of Science*. The style of writing should be APA style. (Web of Science, n.d.)

3.   Oclc- OCLC is a global library it makes information available accessible to the people around the world. The research work should be original and community program, that will help the libraries to meet the changing and evolving need of the society. eBooks and private journals are available. (Advancing our shared mision, n.d.)

4.   Miar- MIAR collects data for identification and analysis of scientific journal. The journal is indexed with ISSN number. It has also ICDS calculating devise which will show the visibility journal in abstracting and indexing data base. It has other evaluation tools such as Sello de Calidad FECYT, Scimago Journal Rank, or CARHUS+, as well as their open access policies as represented by the ROMEO colour. It is updated in every 15 days. The algorithm for ICDS is public and is displayed in each record for each journal. (Information Matrix for the Analysis of Journals, n.d.)

5.   Index Copernicus- All journals are registered in ICI world journals database. It gathers information on scientific journals whose is divided in sections, such as general information, content of individual issues and detailed bibliography for every publication and full text publication is required with attached files which is optional. (Index Copernicus, n.d.)

6.   Ulrich's Periodicals Directory- It is a bibliographic database providing detailed, comprehensive, and authoritative information on serials published throughout the world. It covers all subjects, and are circulated free of charge or by paid subscription. Updated weekly, the database is searchable and browsable by title, subject, language, electronic availability and more. There is also a news section, and links to libraries and interest group. (Ulrich's Periodicals Directory™ (57th edition) 2019, n.d.)

7.   **Google Scholar-** It is a freely accessible web search engine that indexes the full text or metadata of scholarly literature across an array of publishing formats and disciplines. Anyone with a Gmail account can register in it. It has profile, library, labels, export, metrics, alerts and follow. (Google Scholar, n.d.)

8.   **Crossref**- Crossref is a not-for-profit association of about 2000 voting member publishers who represent 4300 societies and publishers, including both commercial and not-for-profit organizations. Linked content includes materials from Scientific, Technical and Medical (STM) and Social Sciences and Humanities (SSH) disciplines. Crossref provides deposit and query service for its DOIs. (Crossref, n.d.)

9.   **ABDC**- Australian Business Dean Council or The ABDC assess the standing of journals specialising in Accounting, Business and Taxation Law, Commercial Services, Economics, Finance, Information Systems, Logistics, Management, Marketing, Transport and Tourism research. (Current ABDC Journal Quality List, n.d.)

10.   **Bielefeld Academic Search Engine**- It has Multilingual search (find search terms in more than 20 translated languages). Several options are there for sorting the result list (by author, title, date. (What is Base?, n.d.)

3. The concept of Indexing Parameter and its uses

Eugene Garfield is responsible for many innovative bibliographic products, including Current Contents, the Science Citation Index (SCI), and other citation databases, the Journal Citation Reports, and Index Chemicals. (Eugene Garfield, n.d.)

The literal meaning of parameter is the limitation or the boundary to show how something should be done. (WIKIPIDEA, n.d.) In Indexing the literature also there are certain parameters to be followed.

There are different types of Indexing parameter:

Let's discuss each of the parameters:

Impact Factor- The Scientometric index of a journal is called an impact factor or the journal impact factor. It reflects the average number of citation to that recent article published in that journal. The impact factor was devised by Eugene Garfield. And started in the year 1975 for the journals listed in Journal Citation Reports(JCR The smallest impact factor is zero. (The Clarivate Analytics Impact Factor, n.d.)

Cite Score- cite score is measured by reflecting the yearly average number of citations that is done to a recent article published in a particular journal. It was launched in 2016 by Elsevier , it is an alternative to JCR impact factor. Whatever journal are there in SCOPUS they have cite score. Cite score are a family of 8 indicators these are Cite score, cite score tracker, cite score percentile, Cite score quartiles, Cite score rank, Citation count, Document count and Percentage cited.

h-index- It is calculated by maximum h such that h articles are cited at least h times. It was suggested In the year 2005 by Jorge R. Hirsch. It is a non-negative integer used by both individual and institution. For example if a author has 10 publications with A,B,C,D,E,F,G,H with 10,8,6,6,4,1,1,1,1,1 citations , then we have to arrange the number of citations from greater to smaller. Then the h index will be D that is the 4th publication which is 6 times cited.

Formula= $f(A)=10, f(B)=8, f(C)=6, f(D)=6, f(E)=4, f(F)=1, f(G)=1, f(H)=1$

→ h-index=4 (WIKIPIDEA, n.d.)

g-index- It is calculated by maximum g, that the top g articles are cited a total of g2 times. It was established in 2006 by Leo Egghe. (Measuring your research impact: G-Index, n.d.)

i-10 index- Number of articles that are cited at least 10 times. It was established in July 2011 by Google. (Measuring your research impact: i10-Index, n.d.)

h- index- Maximum h such that h articles published in the last five complete years and cited at least, h times each h index of the last five years. (h-index, n.d.)

h-5 median- h-5 median for a publication is the median number of citations for the articles that make up its h-5 index. (Scholarly Research Impact Metrics, n.d.)

Citing Half-Life- By definition, half of a journal's outbound citations are to items published before the Citing Half-Life, and half are to items published after the Citing Half-Life. Only journals with 100 or more outgoing citations in the JCR year have a Citing Half-Life. (Citing Half-Life Data, n.d.)

SNIP- SNIP equals RIP. For biochemical journals SNIP values tend to be lower than their RIP scores, and for mathematical periodicals higher.. (Research Guides, n.d.)

3. The different processes of Review Method

Reviewing is a reaction to any knowledge. In the review process the most important role is played by the editorial board. Retired person may also voluntarily join in Editorial board. Mostly it contains the academicians. The Editorial board consists of

1. Chief Editor
2. Section Editor
3. Managing editor

Oldenburg was a German theologian and philosopher. He was the originator of Peer Review method. Peer reviewing is done to judge the quality of the article before publication.

Two process of Review:

1. Pre-Publication Review- In pre-publication review process the assigned person's role is to initially screen the article.

2. Post Publication Review- Post publication review process is done after the publication. It may be in the form of feedback in twitter, blog etc.

The purpose of Peer Review:

Peer review is intended to serve two primary purposes. Firstly, it acts as a filter to ensure that only high quality research is published, especially in reputable journals, by determining the validity, significance and originality of the study. Secondly, peer review is intended to improve the quality of manuscripts that are deemed suitable for publication. (Peer Review in Scientific Publications: Benefits, Critiques, & A Survival Guide, n.d.)

Types of Peer Review

Different journals follow different types of peer review based on the kind of research they publish and their journal management style. Let's have a thorough discussion of all the types of pre-publication peer review:

1. **Single Blind-** In this type of peer review the author does not know who the reviewers are
2. **Double blind-**In this type of peer review the reviewers don't know the identity of authors, and vice versa.

3. **Triple blind-** Only journal manager knows everything. The handling editor, reviewer, author are anonymous to each other**.**
4. **Open Review-**The identity of the author and the reviewers are known by all participants. (Types of peer review, n.d.)

Post publication peer review is another process of peer review where the option for appraisal and revision of a paper continues - or occurs - after publication. This may take the form of a comments page or discussion forum alongside the published paper. The review comes through Blogs, Microblogs, Comments, Letter to the editor.

4. The Importance of Open Access Publication

Open access publication refers to freely available digital, online information. The idea of open sources was given by liberalist. Open access journals repository have different colouring name such as Gold, Green, Black, Diamond

Gold- Article are peer reviewed, selected and formally published and then made available with no subscription fees

Pure Gold- The article is available entirely online with no printed edition of any published articles.

Hybrid Gold- The article is published in traditional subscription journals which is available under creative common licence.

Green- The practice of archiving a version of the article somewhere other than the publisher's website, where the final version of the article is hosted.

White-Those publishers which refuse to grant their authors any rights to archive their work online are termed "white" publishers. By extension, the journals they produce are termed "white journals"

Blue-Some publishers will not allow preprints to be archived but will allow post prints to be archived; either the author's final version, or the publisher's PDF version of the article. (Hubbard)

Diamond-The journals which publish open access without charging authors article processing charges are sometimes referred to as platinum.

Black- The growth of digital piracy by large-scale copyright infringement has allowed enabled free access to paywalled literature. In some ways, this is a large-scale technical implementation of pre-existing practice, whereby those with access to paywalled literature would share copies with their contacts, This is known as Black publisher. (Open Access, n.d.)

To archived the article in a repository

If authors have signed a Copyright Transfer Agreement (CTA), publisher's policy will determine which version of an article can be archived in a repository. (Open Access: Types of OA, n.d.)

Types of Journals

There are different types of journals such as which can be used for different purpose.

i. **Academic/scholarly journals**- To inform, report, and make available original research and new findings.
ii. **Trade journals**- To report on industry trends, new products or techniques to people in a specific trade, business or profession.
iii. **Current affairs/opinion magazines**-To offer in-depth reporting and feature articles without scholarly conventions
iv. **Popular magazines**-To entertain and inform without providing in-depth analysis.
v. **Newspapers**-To disseminate news on a daily or weekly basis.
vi. **Serial**-Material which is issued regular interval with no pre-determined conclusion.
(Types Of Journal)

Conclusion

In the conclusion, it can be said indexing gives a clear information where the words can be found and in which sentences. The journal is better visible with indexing and led to the larger accessibility to the people that will cause better quality papers and will bear better results. There are many indexing bodies which keep the record of the article and indexed it in a particular way. Their parameters are also different according to their own rules and regulations. Review process is also different for different journals. Most of the journal follows double blind review method. Post publication review method is another branch or area of review method where feedback is given after the publication of the article. Open access publication is very popular nowadays, where materials can be freely available in online. Open Access publication has different licensing form to maintain high publishing standards. Creative Commons was established in 2001 through this creative common license research literature can be freely viewed by anyone in the world via internet reuse.

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