



LITHUANIAN SPORTS UNIVERSITY PROCEDURE FOR PAYMENT OF THE PREPARATION AND PUBLICATION OF CLARIVATE ANALYTICS WEB OF SCIENCE OR SCOPUS PUBLICATIONS

I. General provisions

1. The Procedure (hereinafter referred to as Procedure) for Payment for Preparation and Publication of Clarivate Analytics Web of Science or Scopus Publications of the Lithuanian Sports University (hereinafter referred to as the University) regulates the Procedure of payment for preparation and publication of Clarivate Analytics Web of Science or Scopus publications at the University.

2. Terms and abbreviations:

Procedure – Procedure for payment of the Lithuanian Sports University regarding preparation and publication of Clarivate Analytics Web of Science and Scopus publications.

Application means a completed and submitted an electronic application in the prescribed format and its annexes. The application should be accompanied by the necessary additional information.

A scientific article is an article published in a peer-reviewed journal, which has the scientific equipment (footnotes and/ or bibliography, and/ or formulas, and/ or drawings, and/ or description of the methodology, and/ or statistical tables, etc.) common to the field of science, and which meets the criteria for scientific validity in that field of science. The minimum length of a research paper in the humanities and social sciences is 0.25 author arc.

IF – journal's citation index (Impact Factor)

AIF – journal subject category aggregated impact factor (Aggregate Impact Factor)

Scopus – a bibliographic database providing citation data for scientific literature, developed by the Dutch publisher Elsevier.

SNIP – Scopus citation index

CiteScore Quartiles – a statistical indicator that shows the relative position of a journal in a scientific field category, based on the distribution of the CiteScore between its maximum and minimum values:

Q1 – journals with the highest, maximum CiteScore indicators (25%)

Q2 – journals with medium and high CiteScore indicators (25-50%)

Q3 – journals with medium and declining CiteScore indicators (50-75%)

Q4 – journals with the lowest CiteScore indicators (25% remaining)

Commission – the Commission for Exceptional Cases of Payment for Clarivate Analytics Web of Science or Scopus Publications by the Lithuanian Sports University, which is established by the Rector's Order.

II. Payment procedure

Required **conditions** to pay the fee for publishing ISI Web of Science or Scopus article:

1) contacting the head of the unit to assess whether the publication is appropriate to the unit's scientific/study direction;

2) request to the LMT regarding:

2.1. *ISI Web of Science or SCOPUS publishing if the publication is in the social sciences;*

2.2. *The ISI Web of Science CiteScore quartile is Q1 for publications in life, medical and health sciences;*

3) If the CiteScore quartile is less than Q1, you must provide evidence that the same publication was previously submitted to a free Clarivate Analytics Web of Science or Scopus journal;

4) If the IF/AIF ratio is greater than 0.25, or the journal has a citation rate (SNIP) in the Scopus database, the amount of money to be paid for the publication of the article is calculated according to the formula:

$$\text{Amount to be paid} = (IF / AIF) * 1000$$

$$\text{Amount to be paid} = (SNIP) * 1000$$

5) if the CiteScore quartile of the journal in which the article is to be published is Q1, there is no limit on the amount of money to be paid.

6) the fee for publishing the article will be paid if:

an author from our institution is listed as the first or last author in the bibliographic description when other co-authors are from other foreign or Lithuanian institutions.

7) only part of the fee is paid that consists of the authors from our institution. The payment of the other institutions' authors' share is decided by the Commission in exceptional cases.

For the **English editing fee** to be paid, the following details must be included in the **application**:

Desired purchases of long and short-term assets, materials, services, and repairs (materials)		The Basis	Quantity, units	Preliminary price, €	
Title	Users			Units	Total
<i>To be found:</i> <ul style="list-style-type: none"> • <i>all authors of the article</i> • <i>title of the article</i> 		<i>To be found:</i> <ul style="list-style-type: none"> • <i>the name of the journal in which the article is to be published</i> 			

		<ul style="list-style-type: none"> • <i>IFs and AIFs (and their ratio) or SNIPs</i> 			
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To be eligible for payment towards the English editing fee and the ISI Web of Science or Scopus **publication** fee, the following details must be included in the **application**:

Desired purchases of long and short-term assets, materials, services, and repairs (materials)		The Basis	Quantity, units	Preliminary price, €	
Title	Users			Units	Total
<i>To be found:</i> <ul style="list-style-type: none"> • <i>all authors of the article</i> • <i>title of the article</i> 		<i>To be found:</i> <ul style="list-style-type: none"> • <i>the name of the journal,</i> • <i>IFs and AIFs (and their ratio); SNIPs</i> <ul style="list-style-type: none"> • <i>requesting LMT to pay for a publication under application No.</i> • <i>confirmation of attempted publication in a free journal</i> 			

III. Final provisions

1. Applications are reviewed by the Head of Unit, the Vice-Rector for Research, the Head of the Doctoral and Research Unit, the Chief Accountant, the Economist, and the Procurement Officer. The overall process is monitored by the Vice-Rector for Research.
2. In exceptional cases, the decision to pay for the preparation and publication of Clarivate Analytics Web of Science or Scopus publications, when the authors are not only from the Lithuanian Sports University, may be made by a commission established by order of the Rector.
3. These procedures may be modified, extended, or eliminated by order of the Rector. Payment for editing and publishing articles shall be made to encourage a diversity of publications appropriate to the various fields of study. Payment is made until the funds available in the budget for this activity are exhausted.