Introduction and Instructions for Making ACPHIS Journal List Review Submissions

Thank you for your interest in making a submission to the ACPHIS journal list review.

We **strongly** recommend that you read the instructions below and collect and prepare the materials needed to make a submission before going to the website to make your submission. When you have all materials ready, go to the submission website at the URL below.

https://uqbel.az1.qualtrics.com/jfe/form/SV_6rgYbG288z6H9j0

Password: greatresearchdownunder

Once submitted online, your submission will be considered by the ACPHIS journal review panel, who will compile a recommendation for a revised list. The recommendation will then be circulated for further comments and suggestions, after which a final recommendation will be made. Approval of the final recommendation will be sought by the ACPHIS executive committee and finally by the full ACPHIS membership. Once approved, the revised ACPHIS Journal list will be published.

The due date for submissions is 1 February 2025.

If you have any questions, please reach out to the panel co-chairs, Deborah Bunker and John Venable: *J.Venable@curtin.edu.au*
Regards,
The ACPHIS Journal Review Panel
Deborah Bunker, panel co-chair
John Venable, panel co-chair
Sigi Goode, panel member
Sabine Matook, panel member
Alex Richter, panel member
Angsana Techatassanasoontorn, panel member

Instructions:

Your submission must include the following information (each described in more detail below):
1. Information about the journal;
2. Information about your recommendation to change or retain that journal's ranking;
3. Evidence supporting your submission's recommendation, and;
4. Personal identifying information. You will be required to provide your personal identifying information (name, email address, institution). Anonymous submissions are not permitted for reasons of transparency.

Each submission is for a single journal recommendation. You may make multiple submissions.

Each submission must be completed in a single session, as the submission system does not allow you to save your progress. Since you must complete your submission in one session, we strongly recommend assembling all the required submission information before starting the submission process, as described below.

Important Note: Each section of the submission form requires data input to validate. Where there is no relevant information to input, **please type 'NIL'**.

1. Each submission must provide the following information about the journal.
- Full journal name
- URL for journal website home page
- Current ACPHIS ranking (if any)
- Latest Clarivate/Web of Science (WoS) Journal Citation Report (JCR) journal impact factor (https://jcr.clarivate.com/jcr/home) (if any)
- Latest Scimago Journal h-index (https://www.scimagojr.com/)
- Latest Scimago Journal Q ranking (Quartile) for Information Systems (https://www.scimagojr.com/)
- For any other Scimago subject category and subject area, what is the journal's latest (2023) Scimago Journal Quartile (https://www.scimagojr.com/) (if any)?
- ANZSRC Field of Research (FoR) code and label most closely allied with the journal (see https://www.abs.gov.au/statistics/classifications/australianand-new-zealand-standard-research-classificationanzsrc/latest-release for an overview and https://www.abs.gov.au/statistics/classifications/australianand-new-zealand-standard-research-classification-anzsrc/2020/anzsrc2020for.xlsx for a detailed list of all the FoR codes). FoR codes for journals on the ARC list are limited to Division (two-digit) level or (preferably) Group (four-digit) level codes, e.g. 35 (Commerce, Management, Tourism and Services), 46 (Information and Computing Sciences), 3503 (Business Systems in Context), 4609 (Information Systems), 4602 (Artificial Intelligence) – and many more.
- Percentage of papers published in 2024 that are relevant to the field of Information Systems
- Current primary scope of the journal
  - Primarily technical / non-business
  - Primarily business
  - Balance of technical and business
  - Broader than both technical and business (not IS focused)

2. Each submission must make one of the following recommendations.
- Add the journal to the ACPHIS journal list (including recommended rank)
- Maintain the journal's current ranking in the ACPHIS journal list
- Elevate the journal's current ranking in the ACPHIS journal list (including recommended rank)
- Demote the journal's current ranking in the ACPHIS journal list (including recommended rank)
- Remove the journal from the ACPHIS journal list
- Revise the journal entry in the ACPHIS journal list to correct an error

3. Each submission must provide a rationale and evidence supporting your submission's recommendation. Such evidence might include the following:
- The journal's current ranking in (an)other journal ranking list(s)
- Comparisons of the journal's rankings or journal impact factors with other journals
- Information about predatory aspects of the journal (for journal removal)
- Other arguments, such as acceptance rates, key papers published in the journal, etc.

4. Personal information required includes the following:
- Your full name, including given name(s) and surname
- Your email address
- Your employing organisation (full name and location)
- The URL of your personal staff webpage at your employing organisation (if any)
- If the submission is on behalf of an organisation as a whole, provide the organisation name, location, the organisation's website URL, and your role in the organisation.

End of Instructions and Document