The Maseno Journal Quality Control Indicators

The Journal Editors have a goal of ensuring that the journals produced are of high quality in terms of accuracy, validity, reliability, credibility, authority, readability, and relevance to the Journal's scope and mission; and based on the needs of the readership.

Some of the quality control Indicators that have been put in place include the following:

1. **Peer Review of Manuscripts**
   The University uses resident and guest reviewers and each article is reviewed by at least two reviewers and their comments compared and contrasted; a third reviewer is brought in where there are wide discrepancies.

2. **Anti-plagiarism Checks**
   All submitted papers are subjected to anti- plagiarism check before sending to the reviewers. Papers which do not meet the **15% and below** similarity threshold are rejected.

3. **Selection of Reviewers**
   The competency of the reviewers determine the quality of the publications in any journal to a large extent. Reviewers of manuscripts must be experts in their fields and with ability to give clear and comprehensive review of the articles. They should point out the shortcomings of the article which author(s) need to overcome and to present clear instructions to editorial board about the quality of manuscripts. To ensure high quality reviews, the reviewer's background check is done to determine their qualifications as well as the publishing and review experiences. Among the points to consider include:
   - Professional qualifications
   - Previous publications
   - Citation index
   - Previous review experiences
   - Student supervision experiences

4. **The Review Process**
   The review process applies the **double blind method** where the identity of both the author and reviewer is kept hidden to prevent the reviewer from forming any bias.

5. **Compliance to Author/reviewer guidelines**
   Instructions to authors and reviewers have been made comprehensive enough to provide information about the journal, including guidelines for improvement of the

ethical standards, quality and implications of published articles. Failure to follow the guidelines leads to rejection of the manuscripts.

1. **The Journal Website**
The journal website has been designed to provide information about the journal features and create a user friendly management portal for submitting articles complete with instructions on how authors, reviewers, editorial board members and broader scientific community to actively participate in the journal actualization process.

6. **Registration of the Journal**
The Journal will be registered and indexed by Internet search engines such as Google and Directory of Open Access Journals to make the journal more visible globally.

7. **Access**
The journal will be a member of Open Access Scholarly Publishers Association and conforms to their code of conduct

8. **International Standard Serials Number**
The International Standard Serial Number (ISSN) has been attained to help readers to find journal in relevant databases and libraries to manage and promote the journal.

9. **Digital Object Identifiers**
The Journal will obtain a Digital Object Identifier (DOI to provide the readers with a URL to the content and to allow for reliable linking into library-created article lists, and readers' electronic bibliographies.

10. **Registration of Authors and Editorial Board Members**
All authors, reviewers and members of the Editorial Board are listed on the website, with a short biography, and with ORCID ID (and Scopus ID) for increased visibility of their academic activities.

11. **Use of Uniform Templates**
Both reviewers and authors are provided with templates to guide the review and preparation of journal articles. Authors and reviewers must follow the template in writing and reviewing the articles respectively.

12. **Awareness Creation**

Organized seminars and workshops are used to educate the scientific community especially, the early career researchers, as well as reviewers and editorial board members mainly to promote and enhance research and publication ethics and integrity, create an ethical environment and tradition to prevent scientific and publishing dishonesty, fraud and plagiarism.

13. Recognition of Reviewers
To make reviewers feel as being part of the journal, all reviewers who contributed to the review process of manuscripts submitted for publishing in a particular issue of the journal get listed in the issue and are given electronic certificates.

14. Indexing in Global Databases
Internationalization and archiving of the journal in additional relevant global databases such as **Africana** will be done in order to promote the papers post-publication.

15. Certification by Commission for University Education (CUE)

The Commission for University Education will be involved in accrediting the journal so that it can be recognized for promotion of academic staff in other national universities

16. Publicity

Bodies such as RUFORUM and IUCEA will support in the publicity the journal within East Africa and beyond