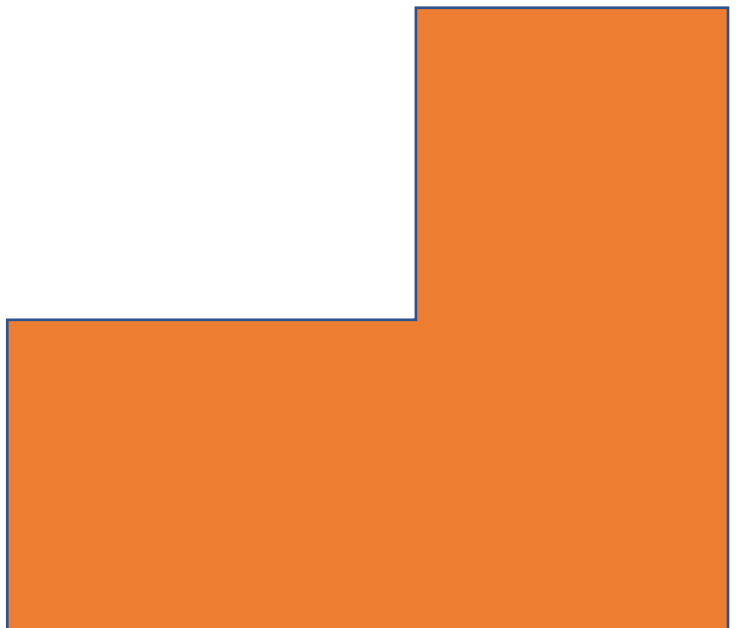




UPSA
UNIVERSITY OF PROFESSIONAL STUDIES, ACCRA
Scholarship with Professionalism



PUBLICATION REWARD SCHEME



An Overview

Research is one of the most essential functions of universities and the University of Professional Studies, Accra (UPSA) expects its staff to publish their research in reputable ranked journals. To promote quality research in reputable journals, the University has instituted a Publication Reward Scheme (PRS) to honour the efforts of researchers in the University who are able to publish their scientific research in reputable and high-ranking journals. Ultimately, the PRS aims at increasing research productivity and encouraging high quality publications to uplift the University's academic ranking.

Objectives

The objectives of the PRS are to:

1. Encourage publication of quality research in ranked journals;
2. Honour the efforts researchers who published in ranked journals; and
3. Foster collaborative research.

General Eligibility Requirements

Submitted publication must fulfil the following eligibility criteria:

- a) The article type could be “full paper”, “review paper” or “research note”. Publications under "Letters to the Editor", "Editorial", "Case-study Report", “Book Review” etc. are not qualified for the reward;
- b) The applicant must have published his/her research article during the period of his/her employment at UPSA;
- c) The Publication date (year) must fall within the period of implementation of the University's Research Policy (i.e. after January 1, 2017);
- d) The Publication must bear the name of UPSA as the applicant's institutional affiliation;
- e) Details of the publication must have been submitted in writing to the Director of Research and Consultancy at least one month prior to the application.
- f) The journal publication should be indexed in Scopus database;
- g) Papers under review or accepted but not yet published online are not eligible to apply;
- h) The reward is distributed to all authors who published in recognizable ranked journals;
- i) Ranking of journals is based on the Association of Business School (ABS) latest Academic Journal Guide and Australian Business Deans Council (ABDC) latest Journal Quality List;
- j) There is no limit on the number of applications that an eligible author can submit;

k) The same research article or publication cannot be submitted more than once.

Reward for Publishing Research Article

The nominal reward value attached to an article published in each class/star/ratings of ABS journals and ABDC is shown below:

Journal rating / ranking		Reward in GHS
<i>ABS Journal Guide</i>	<i>ABDC Journal List</i>	
1	C	2,500
2	B	5,000
3	A	7,500
4 & 4*	A*	10,000

Notes:

- a) where a journal's ranking is inconsistent with the equivalencies above, the ranking in the ABS shall be used.
- b) where a journal is NOT ranked by both the ABS and ABDC but ONLY ABDC, 80% of the applicable reward shall be paid.

A special consideration of GHS1,000 will also be paid for staff publication in the UPSA's Journal.

Distribution of Reward for Co-Authored Publications

In the case that more than one author contributed to the submitted publications, the reward will be distributed to all the authors.

Two co-authors	60% for the first author 40% for the second author
Three co-authors	50% for the first author 30% for the second author 20% for the third author

Four co-authors	40% for the first author 30% for the second author 20% for the third author 10% for the fourth author
More than four co-authors	35% for the first author 25% for the second author 20% for the third author 20% is distributed among the other authors equally

Notes:

- a) *The ordinal position of an author is defined according to the order in which the names of the authors appear on the publication.*
- b) *The formula will apply to ALL authors irrespective of whether or not they are UPSA staff. However, only the UPSA staff will receive their allocation. Non-UPSA staff will not receive the rewards.*

Application Guidelines

- Prior to an application, the Director of Research and Consultancy should be notified in writing by email about the publication(s) that a claim is being made. The notification should provide the complete reference for the citation of the paper(s). This is to enable the Director to arrange for the publication(s) details to be added to the faculty member's profile on the University website.
- Applications should be made after faculty member's profile has been updated on the university website with the publication(s) they are making a claim.
- Application for the publication reward should be made to the Vice Chancellor through the respective Head of Department and Dean. Hardcopy of the publication(s) should be attached to the application letter.
- Where more than one author from UPSA contributed to the scholarly work/publication, each of the authors would have to apply for the reward separately.

Revision History

First came into effect on August 25, 2017

1st Revision - January 18, 2018

2nd Revision - March 12, 2019

3rd Revision - June 22, 2020