

EDITORIAL**Moving from an Email Attachment to an Open Journal System**

Tesfaye Gebeyehu

Tesfaye Gebeyehu (2018). Moving from an email attachment to an open journal system. *Ethiop.j.soc.lang.stud.*, 5(1), p. 1. eISSN: 2408-9532; pISSN: 2412-5180. ISBN: 978-99944-70-78-5.

Web Address: <http://www.ju.edu.et/cssljournal/>. Open access address: journals.ju.edu.et

Since 1914, the Ethiopian Journal of Social Sciences and Language Studies (EJSSLS) has been accepting manuscripts from authors and sending to reviewers and editors as an email attachment. Accepted articles have been uploaded on the University's server being managed from the office of Public Relations and External Relations. This system does not give the editor - in-chief and the managing editor of the journal a privilege of managing publications online and uploading issues in or on time. Nevertheless, such a system is not convenient for archiving submitted, pended and rejected manuscripts. This calls for transforming from an email attachment to an open journal system (OJS) practices. Open Journal Systems is open-source software for the management of peer-reviewed academic journals.

OJS (software) has several advantages over an email attachment. The software, unlike to an email attachment, archives lists of authors, reviewers, editors, submitted, assigned, unassigned, accepted, pended and rejected manuscripts. This enables the editor-in-chief or/and the managing editor to manage the publications effectively. Further, it enables the peer review processes to undergo online. It shows the stage of the review process and the date on which the activity is performed. Furthermore, upon acceptance, the editor-in-chief and/or the managing editor of EJSSLS can immediately upload the publications without the help or permission of Public Relations and External Relation office. On top of that, it allows researchers to access, to build on the findings of other researchers, and to reuse publications without restrictions like payments.

Therefore, to achieve its vision, being one of the most preferable journals especially in Africa, or to become a competent journal, EJSSLS needs transforming from an email attachment to an open access journal practice. To do so, the editor-in-chief has taken training on how to operate on the software (OJS). The other editors will also take the training. Now, an attempt of migrating previous publications from the server to the OJS is going on. We are also trying uploading the current issue (Vol 5.No.1) on the system. However, OJS is not without limitations. The editorial of the next issue (Vol.5 No.2) will present the challenges that affect the promotion of best practices of OJS as well as the alternatives.

The editor