

# ADOPTING MS WORD-PDF-COREL MODEL FOR DESIGN AND PRODUCTION OF PRINT AND ONLINE ACADEMIC JOURNALS

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## **Abstract**

*Academic journal, also known as scholarly journal is a periodic publication in which research articles of certain disciplines are published. It is a medium of research discussions. Findings of research made by scholars are published therein. While some are focused on certain areas, others are multidisciplinary. Academic journals aid in dissemination of knowledge. Governments of countries are meant to adopt findings in academic journals in making policies for the industry, education and other sectors. However, in Nigerian milieu, it is not the case. Hard Journals are in book forms, varying in end sizes such as A4, A5, Executive or Letter dimensions, while soft journals are ones uploaded and indexed online. Journals have editorial policies which the contributors must strictly abide by. Laying out journal pages is usually a rigorous process because there needs to be consistency in page arrangement, typography, margin settings, and line spacing, otherwise it will lack professionalism. With the advent of the internet, Academic papers are now required to be published and hoisted on websites for fast and easy perusal throughout the world. One of the prerequisites of University lecturers' appraisal and promotion to higher ranks is publication of well-researched articles in academic journals, more especially ones with high impact factors. Thus, there is mad rush and desperation towards contribution, publication and uploading of papers for appraisal. This paper focused on design experiment using three-faced process of laying out hard and soft copies of journals using Microsoft Word, Converting the files to PDF and laying out on CorelDraw for hard copy printing and binding. Descriptive analysis was applied for the discourse, using screenshots of work procedures. This process, if adopted by visualisers who specialize in Book Design and production, will assist the lecturers to beat time factor in appraisal and also produce world-class journals.*

**Keywords:** Design, Academic Journals, Corel, Ms Word, Online journal, Print Journal

## **Introduction**

Academic journal is a periodical publication where research findings of various disciplines are published. Academic journals are peer reviewed, in the sense of evaluation of submitted articles by people working in same field as the contributors. Academic journal is a part of the creative output alongside conferences, workshops, external assessment, attraction of grants, etc, required to be tendered by lecturers who aim for promotion to the higher ranks. They are collection of well-researched articles which are mostly reports of research executed by scholars.

Conley (2012) asserts that the purpose of academic journals is to foster communication amongst scholars, to provide a proving ground for practical and theoretical ideas, and to document emerging scientific knowledge. There are many reasons doctors want to publish their work. For most at an early stage in their career, this may be to add a line to their curriculum vitae and advance their careers but for academics, publishing is an expectation. Many will believe they have something important to say, and wish to provoke debate and discussion; others wish to share knowledge and experiences, which in medicine can lead to a satisfying change in clinical practice. All serve to register one's idea and educate others. However, for some, the reason is as basic as money (Rallison, 2016).

Like in academic text book layout design or any other book, laying out an academic journal entails carefully planning the pages by determining the page size, typefaces, line spacing, margin settings and end-size. Data has to be forwarded to the visualizer by the Editor in chief, to create well-organised and consistent page layout using word processing application. Soft and hard copies of the journal are required to be tendered for print and online journals, respectively.

Publishing is a flourishing business. There were approximately 28,100 active scholarly peer-reviewed journals in mid-2012, collectively publishing about 1.8–1.9 million articles per year. The number of articles published each year and the number of journals have both grown steadily for more than two centuries, by about 3% and 3.5% per year respectively (Rallison, 2016).

There is an ever-increasing demand for publication of journals. In recent times, the internet has fast-tracked the production of journals. With this trend, online journals are more in demand than print journals. Consequently, page designers are now required to quicken their process of laying out journals.

This study focuses on a discourse of an experiment of using Ms Word-PDF-CorelDraw model to fast track design and production of print and online journals.

## **Purpose of the Study**

The purpose of this study is a discourse on design experiment using Ms Word application, converting to PDF and finalizing with Coreldraw Application in creating constant layout pages for both print and online academic journals. Screenshots of procedure is applied for descriptive analysis of the design procedure.

## Literature Review

### On Desktop Publishing and Book Page Layout Design

Desktop Publishing (DTP) is associated with production of print materials such as books, catalogues, journals. Not only that but also the production of print and advert materials for prints and web, using the Personal Computer. The term *Desktop Publishing* was given birth in 1985 with the introduction of the first mass produced postscript laser printers. The advent of desktop publishing meant for the first time the production of heavily formatted documents with integrated text and a single individual who was often the primary source of the information could complete graphics (Singh and Singh, 2008 p 30)

Describing DTP, Lake and Bean (2008 p 4), opine that desktop publishing describes the process of producing a document using a personal computer. DTP software, once called page assembly software, makes it possible to combine both print and graphics on a single page. Once a user creates a desktop publishing document, he or she can then print a copy using a computer printer, a photocopy machine, or a professional press. DTP also provides the option of creating a digital publication.

It is important to describe the parts of a book. There is the front matter, also known as the preliminaries, the body matter and the end matter. While the front matter contains the cover page, preface, copyrights page, Acknowledgement, Foreword, Title page, as the case may be, the body matter is the book itself, containing printed information in paragraphs, chapters, and modules, as the case may be. The end matter are bibliography, end notes, references, index, among others. Lake and Bean (2008 p 4) assert thus;

If your document is going to consist of more than a single page, you need to decide how the pages will be arranged. Pages printed on only one side generally have the same margins for every page and the same header/ footer information that contains the page number. Pages that are printed front and back so that they face each other (**facing pages**) may have slightly wider interior margins, or **gutter**, to allow binding space. Their headers/footers will also be reversed so that the page numbers appear on opposite sides as shown in Figure 2.3. The odd-numbered pages are called **recto pages** and the even are called **verso pages**. In a book, the first page is always the recto page.

There are recurrent and consistent factors in page design for print and web applications. The headers and footers are required on each page of a book project and must be consistent till the end of the book for best results. Headers and footers are two of the most common recurring elements on a page. Headers or footers are generally used for recurring headings and other information that applies to every page. For example, in your textbook the chapter number and title is a **footer** at the bottom of the page. If it appeared at the top of the page, it would be a **header**.

Page numbers are commonly inserted into master pages. This ensures that the number of each page is always correct, even if you move or delete a page. Page numbers are usually placed in a header or footer

### **On the importance of Academic Journals**

Academic journals are the final output of many research findings. It is a means of presenting findings of various model research findings which should be beneficial to the society. Scientific Journals are an excellent means to convey research findings, latest discoveries and developments, and future research prospects to the public (editage insights, 2016). To the Government of any Country, journals are supposed to be goldmines that should tap into, in order to make policies for the sustainable development of the Economy. This is because publications are made from rigorous investigations of not just academic problems but the ones also bothering the growth and development of all sectors. Findings from journals help to remodel the human society. For example, if doctors research and co-author and publish a report on how to manage Covid19 patients better, many governments will be compelled to adopt their findings as a policy for the ministry of health. That is a one too many examples of the contribution of journal to the society. On the Importance of journal, Rallison (2016) has this to say;

The importance of journals in academic life goes beyond providing a means of communication and a permanent record. Journal articles are the final output of most research, and a researcher's performance and productivity are judged largely on the number of publications as well as where they appear. Journals have become deeply embedded in academic infrastructure. They are central to career paths, including both funding and appointments. Author surveys confirm that 'furthering my career' and 'future funding' are important motivations in publishing their work

Journals have a responsibility to refine and define information and act as a scientific filter. Journals have become deeply embedded in academic infrastructure. They are central to career paths, including both funding and appointments. Journals are usually selective and specialized in their coverage. As they compete for papers, their identity serves as a proxy for the research published there and its significance (Ware and Mabe 2012).

The impact factor (a measure of the citations to a particular journal) is frequently seen as the means of deeming the importance of a journal, and is often used by authors and academics to decide where to publish as well as how to rank the importance of a publication. A journal is often perceived to comprise research articles but are a wider variety of articles that serve the purpose of communication and provide valuable information to the community. News, Editorials, LETTERS, Reviews, Commentaries, Images, Audio clips and other forms of article can be equally valuable to researchers and can also be found in journals (Ware and Mabe 2012).

Creative output is an important prerequisite for promotion of lecturers to higher ranks. The more they gain experience in teaching and research, the more they are required to research and experiment in their respective disciplines. Academic Journals are one of the criteria used to assess University lecturers' performances in research and experiments. There are certain number of journal articles authored by one to be able to be promoted to the rank of say senior lecturer. In Nigerian University system, while there are sound-minded lecturers who know their onion, there are some other lazy ones who hardly embark on research and will begin to run helter-skelter in desperation to get promoted. With that they will resort to all sorts of despicable acts such as plagiarism, copy-and-paste, and even the 'add my name' or 'put my name' syndrome, whereby they hunt for and persuade their colleagues who have been busy with research to add their name to their article so that they will pay for the publication in part. There is a total misunderstanding of the reigning word "publish or perish". It has probably fueled the desperation in lazy academics, instead of igniting their passion for research and publication.

Academic journals are evaluated by the impact factor. It is a metric index which reflects annual number of citations received by articles in journals. It is a measure of importance of journal by calculating how many reads and citation articles have amassed per annum. On this Rallison (2016) avers that

The impact factor is frequently seen as the means of determining the importance of a journal, and is often used (and misused) by authors and academia to decide where to publish as well as how to rank the importance of a publication. A rigid and often misleading soundbite, the impact factor of a journal is akin to the term megapixel for digital cameras; the importance of a journal to a particular community is not always reflected in its impact factor.

Some journals have high impact factor, while some have low impact factor, meaning that they have very minimal reads, citations or even visits to the site. Worse still, some journals are termed as "predatory". The term 'predatory journal' was coined less than a decade ago by Jeffrey Beall (Crawford, 2014). It entails deceptive publishing which exploits authors without checking for quality of submissions. In essence it is a business oriented publication. Beall is an American Library scientist who have been clamouring for identification of 'predatory journals'. He had called for ban of 'predatory' journals from academic records. However, According to Cobey, Lalu, Skidmore, Ahmadzai, Grudniewicz and Moher, (2018 p 28), there is no standardized definition of what a predatory journal is, nor have the characteristics of these journals been delineated or agreed upon. In their work they tried to establish what 'predatory' journal entails and how to identify them. Beall's List of predatory journals became a topical issue over a decade because he kept publishing journals he coined as 'predatory'. He was also criticized severely. *For several years, there were increasing concerns about the criteria that Beall had used to develop his lists, which he claimed to be increasing annually, recording over 1000 in his latest 2017 "Beall's lists"* (Teixeira da Silva, 2017 428). *Beall is occasionally correct in stating that there are some risks posed by*

*imperfect or non-existent peer review in such journals and publishers, and in fact this may be true in some of the journals and publishers he listed (p 431)*

## Research Method

The Research Method applied for this study is descriptive analysis. Here, screenshots of the design process taken from a Dell Latitude Laptop is used to explain the step by step approach of working with Microsoft Word files. Important page arrangement details from Microsoft Word application, conversion to PDF and final arrangement and pre-press set up on CorelDraw are described in details

## The design process of MS Word-PDF-CorelDraw

At this stage editorial process must be completed. Collated papers in MS word format are sent through an email. Organizing the files according to names of author is pertinent because, with appropriate numbering, the work of the layout designer is easy. Appropriate numbering of the files also aids the editors to identify authors by their surnames. A good example is list of Nnamdi Azikiwe Journal of Philosophy;

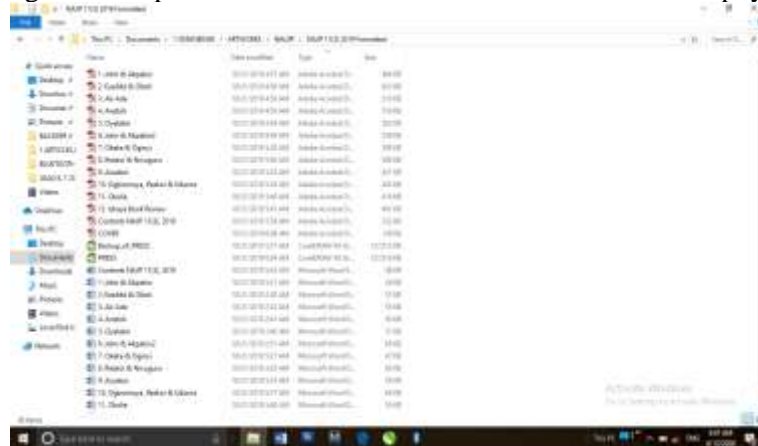


Fig 1: Screenshot of contributors arranged and numbered in order. Source: Dell Latitude Screenshot, 2020

The next stage is creation of a sample single page layout that will be used consistently on all the journal pages. Determine the end size first of all, for example A4 end size measures 8.2 x 11.5 inches, while executive measures 7.25x10.5 inches. Working with A4 dimension for instance, once MS Word application is opened on the desktop, the option of paper size can be picked from the pop up menu of “size” button on the options bar. On the Menu bar, go to **Page Layout - Margin – Custom Margin**. The Page setup parameter will pop up. There adjustments for setting of margins of left and right positions and gutter are visible. Once the desired parameters are set, ‘enter’ button is hit.

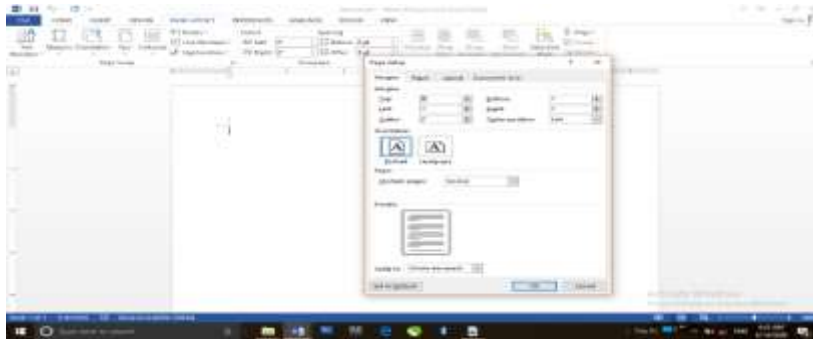


Fig 2: Screenshot of Page Setup pop-up menu where setup for margin and gutter are controlled. Source: Dell Latitude Screenshot, 2020

The next step is to adjust the header and the footer space of the sample page. Headers and footers are integral parts of books and periodicals. They seem to be signs, identity and marks of a book. Headers and footers exist on every page. They're just invisible until you put something in them. Headers and footers are identifiers that run across the top and bottom of a document providing important background information. They typically include such things as titles, email or web addresses, page numbers, dates, author's information or the document's file name and path. They improve the usability of your document and make it look professional (MS office User guide, 2007). Page numbers can be on either footer or header. Headers are otherwise known as running headers and running footers in publication design terms. To adjust the header and footer, double-click on the blank header space and adjustment parameter will appear on the options bar. It is noted that the header margin should be leaner than the footer margin.

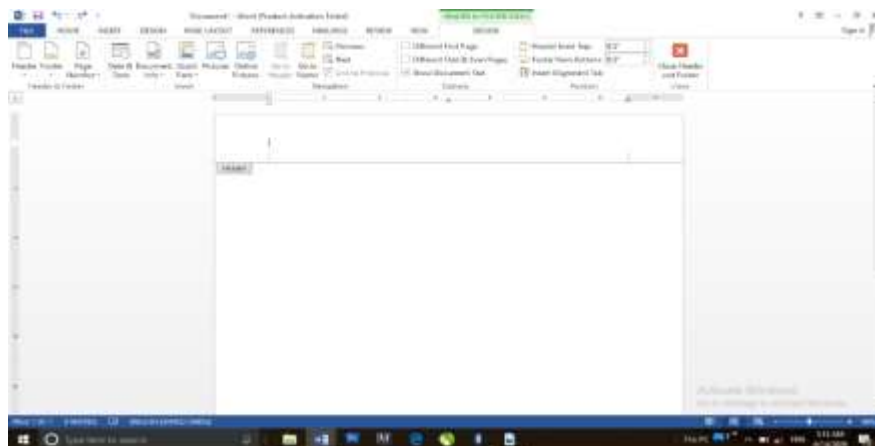


Fig 3: Double clicked empty header pops up header and footer adjustment parameters. Source Dell Latitude Screenshot, 2020

Insert page number on the footer section of the page. The menu is on the options bar, but on the left hand side of it (With Microsoft Office 2013 and above). See Fig 3. Odd numbers such as 1, 3, 5, 7 etc, begin on the right hand side of a book, while even numbers such as 2, 4, 6 and roman numerals of even origin, start on the left hand side of a book. While the right hand side is otherwise known as the “recto”, the left hand

side is known as the “verso”. This principle must be adopted accordingly arrive at a standard output.

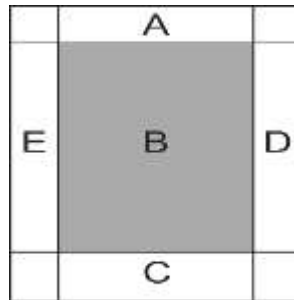


Fig 4: Description of features of a single book or journal page. A represents the header, B the image area, C the footer, D and E the margins.

To add number on the page, one is to click **Insert** on the menu bar and seek for “Page Number” on the subsequent options bar. There is the option of situating the number on either on top of the page, bottom of the page, either on the left, right or center positions. It is important to note that **recto** page number should start on the right hand side. It is worthy to note that page numbers can also be situated on the center of books, depending on the arrangement.

Determine if the name and particular issue of the journal should be on the header of the recto or verso page, determine if the webpage of the journal should balance the odd number (1. or i) that begins the page. Ensure the use of appropriate typeface meant for text printing. Understanding the characteristics of fonts, or types is necessary in Book Layout design. Lakes and Bean (2008 p 138) have this to say;

Choice of fonts is a more important business decision than many people realize. Often a font choice becomes part of a business’ image and is maintained consistently throughout all publications. Keep this in mind when initially selecting a font. A choice today may have a long-range impact. Different typefaces convey different messages. Some are formal, others are friendly. Some fonts are easy to read while some slow down the reader. As a desktop publisher, you are responsible for knowing the difference. Studying fonts carefully in all the places you encounter them will begin to pay off as you make your own selections.

Roman type is the most appropriate for academic documentation and book prints. For the purpose of reading roman type classes are the best. They are legible and occupy less space unlike their block counterparts. Examples are **Times New Roman, Garamond, Baskerville, Sabon, Utopia, Caslon, Book Antiqua**, among others. In line with the above submission, August (2018) rightly suggests the appropriate categories to be applied to book and journals when she says that “in your original (MS Word) document, choose Times New Roman or Garamond as a clean text. Margins



should be a maximum of 1 inch around. Right justify paragraphs and make line spaces 1.15 or 1.5 for easy reading.

Save your file as Microsoft Word 1997-2003. This is important because they can be compatible to earlier and later versions and the formatting will not dislodge in newer versions with more features and space.



Fig 5: A typical arrangement of a page with adequate margin spaces and gutter. Source: researchers

The next step is to arrange the articles, using the template and saving each one differently. Copy and paste command is applied to duplicate files from an existing document to the template file. It is interesting to note that each article is saved as a separate file, with numbering continuing on other subsequent files. Preliminary page is also arranged differently. This is because articles are uploaded separately on websites in PDF format to make for easy download by readers. Those individual files have lesser capacities than an entire article put together as one file. Again, readers may have no need for other articles and therefore, download the required ones individually.

Copies of completed MS word files are converted to PDF document format. Portable Document Format, PDF in short, allows for compression of original document files into smaller file dimensions which can easily be circulated published. In 1991, Adobe co-founder Dr. John Warnock launched the paper-to-digital revolution with an idea he called, The Camelot Project. The goal was to enable anyone to capture documents from any application, send electronic versions of these documents anywhere, and view and print them on any machine. By 1992, Camelot had developed into PDF. Today, it is the format trusted by businesses around the world (adobe.com, 2020). The versatility of PDF file cannot be over emphasized as it is accepted generally on various operating systems for devices such as PCs, android applications.

PDF is one of the most portable file formats available, and does not require a browser for viewing, only the Acrobat Reader which is free and compact. PDF files can also be viewed on Palm devices. The PDF format has been found to be very reliable, and is used for the dissemination of official documents by governments worldwide (Grech,

2016). Files can be converted to either web PDF or Prepress PPDF files. Grech (2016) further explains how documents should be arranged:

Tables of contents, articles and announcements (such as lists of conferences) should be made available in PDF format. The conversion of hypertext documents, complete with graphics and tables, to the PDF format, can be most easily carried out with the Adobe PDF Maker software. This program allows the direct conversion of Word documents to the PDF format from Word itself (and also other Microsoft Office software such as Excel and PowerPoint) by using one of two alternatives:

**PDF Writer:** generates PDF files in a one-step process with preset default settings. The resulting files have only basic functionality and this method is only recommended for the creation of simple, small text files that do not contain graphics, tables or links.

**Acrobat Distiller:** generates PDF files using a two-step process in which the Word file is first converted to high-quality PostScript output (as if printed to a file instead of to a printer), and then to PDF. This method is recommended as it allows the user to set a variety of job options that enhance both appearance and functionality of the output PDF files, and easily converts documents containing graphics, tables or links.

Hypertext system allows for cross-referencing between sections of text and graphic materials, which are completely or partly related to one another. Copy of the PDF files, including the preliminaries and cover, are forwarded to programmers to upload on the respective websites, while other copies are exported on CorelDraw for hard copy production. It necessary to now export PDF files to CorelDraw for output because Microsoft word has no postscript (PS) printing properties, except it can be applied with a plug-in which is not always available.

### **Working with CorelDraw Application and Hardcopy output**

CorelDraw accepts PDF imports and can be layered as it were. Even if the file contain multiple pages, once “enter” key is hit on import, CorelDraw automatically creates pages to accommodate the pages on the new layout.

Importing PDF files there are certain command that usually pops up. Options such as whether document should be imported as ‘text’ or ‘curve’, the choice of types and replacement of types as temporary or permanent option, among others. In order to maintain consistency of arrangement the following options must be chosen strictly as pictured in fig. 6 below:



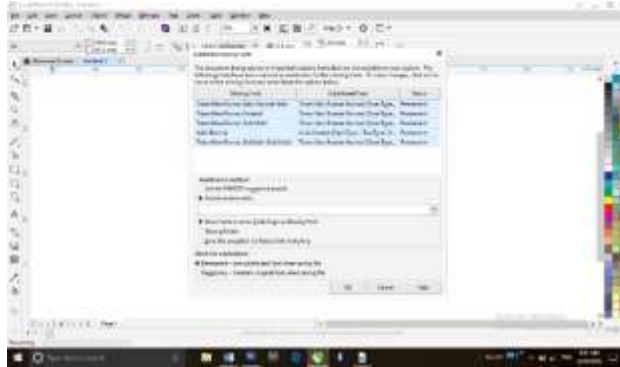


Fig 8: PDF import command dialog box in CorelDraw application. Fonts not available on the system are substituted with this command. Source: Dell Latitude Screenshot, 2020

### **Indexing, Visibility, Bots, Web crawling and Uploading of PDF articles online**

Uploading journals on websites has become popular in recent times because of its great advantage. The web is just like an ever-growing public library with hundreds of millions of books without a proper central management system. So, it is essential to index the web properly to retrieve required information efficiently. Currently World Wide Web provides a huge source of information that can easily be accessed using any search engine, to extract valuable information out of this haystack. Searching all the web servers at real-time is not a realistic approach. So, all the pages need to be indexed properly beforehand. Google, Bing and other various search engines tries to index as much as possible. Search engines accomplish this in two main phases – Crawling and Indexing (Chatterjee, 2017 p 6607).

Indexing deals with compilation of data for easy location and application of such information, while web or online indexing deals with compilation of contents of a website or the entire internet. Keywords are focus words which define contents of an article in websites. Readers search for such keywords or phrase in say Google or other search engines, it should link them to their associated websites.

In an oral communication with Kingsley Onwuekwe, a web designer, he avers that indexing is practically an online placement of data for the contents to be visible on the internet. Search engines such as Google, Bing, Yahoo, AOL, etc. gather information for fresh contents. An internet bot, web robot or simply bots, indexing and register contents on their site. On keywords, he said that they are used to search for particular publications indexed online.

Bots are defined by programming code that runs continuously and can be activated by itself. They make and execute decisions without human intervention and perceive and adapt to the context they operate in. Internet bots, also known as web bots, are bots that run over the Internet (Tsvetkova, GarcõÂa-Gavilanes, Floridi, and Taha Yasser, 2017 P 1)

The BOTs crawl through links and dimension, file extensions, tag image, in search of links to websites and keywords. Site owners or researchers can enhance the visibility of their sites or articles by copying and pasting their links on comment sections of blog pages. As soon as the site administrators approve the comment, the Bots can easily 'crawl' over and link up the article. Describing web bots and their functions, Beardslee, (2012 p 6607);

A Web Crawler, also known as a Web Spider or simply as a bot, is an internet based program that systematically browses the World Wide Web. A web crawler can identify all links in each page and then recursively continues. Web Crawlers also can extract content that can be used for web scrapping. Web Crawler is used for many web systems starting from a simple program for just website backup to a major search engines like Google, Microsoft Bing etc. These search engines use this routinely to visit those enormous number of web pages, which are then indexed and made available upon user's search request. For that reason, characteristics of the crawler used such as coverage, refresh rate etc. directly effects the quality of search result returned. Apart from just using it just for search engines,

Aside web archiving, Web Bots are known to run a span of activities ranging from Web Data Mining, Web Monitoring, detection of malicious web sites, Web site/application testing, copyright violation detection, Detection of illegal activities and Web Scraping.

Kingsley Onwuekwe also adds that when one creates a content like an article online, it becomes a page, the aim is to get the page seen by as many people as possible. In essence the aim is to enhance the visibility of the articles. The best way is to have them appear on SERPS (search engine result pages) depending on how the content ranks in its niche, it gets higher on the SERPS. For every keyword used on search engines, there is content that tops the list and the more relevant the content is to a given keyword, the more it grows on top of the index. Thus articles are ranked by the number of visits to the site and reads per head. That determines the impact factor

### **Discussions**

Microsoft Word-PDF-Corel procedure actually fast-tracks the concurrent production of online and print journals for academic purposes. Once the job is done, hard copy is put into consideration. Output involves the procedure for printing journals in hard copy. In recent times, journals are scarcely mass-produced as they were used to. However, because of availability of published papers on journal sites where readers and researchers can easily download them, copies produced are now very minimal, except in some cases where students are required to buy the journals for citations. On the other hand, only few copies are produced for the contributors and library without undergoing all offset printing procedures.

Conventional Offset Lithography prints from a thin metal plate that contains an image, using one plate for each colour. These clever plates are created so that the bare metal will receive and hold water, while the image will receive ink and repel water. Therefore the damp metal background will not be covered in ink when the inking rollers apply the ink to the image areas. The rotating plate on the Plate Cylinder passes water rollers (dampeners), then inking rollers, and finally transfers the image onto a rubber blanket on the Blanket Cylinder. The blanket then transfers the image to paper as the paper passes between the Blanket and a Pressure cylinder. This two-step arrangement gives the process the name "Offset" as in "offset between the plate and paper". Other specialist processes transfer the inked image directly to the stock (i.e. plastics). The rubber blanket (with the offset image) enables the transfer of images onto various types of even and uneven surfaces without damaging the plate (Singh and Singh, 2008 p 34-35)

These processes are not required in the context of producing as low as 50 to 100 copies of journals. Thus, the Digital Imaging technology is applied to print, and collate journals, without undergoing other prepress, press and post-press procedures such as offset film printouts, photolithography, offset printing, sorting, binding and cutting, etc.

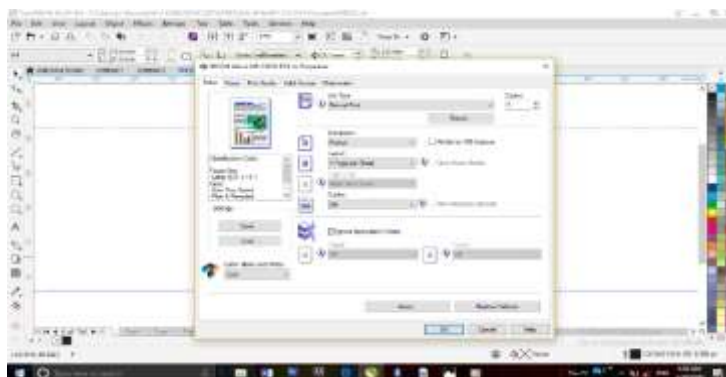


Fig 9: Digital Imaging printer options pop up menu. Dell Latitude Screenshot, 2020

The DI Printer, which means Digital Imaging, is a 4-color offset press that, can print with CMYK as well as Pantone colors. Since the DI is usually strictly 4 colors or more, a job would need either four separate Pantones or use CMYK and add an extra roller for a pantone color (if the press allows for it or has room for it) (Beardslee, 2012).

While some DI printers have the properties of printing and compiling of book jobs such as journal and Textbooks, others are attached with print finishing peripherals which can even staple journals. Certain print properties are embedded in their software.

Looking at the printing properties in fig.9, the ‘duplex’ option, if clicked, gives the system command to print the document on front and back of sheets. This option gives room to print a complete book layered on CorelDraw or related software.

All electrophotographic presses can print on both sides of the paper. This duplex printing is achieved in several ways. Usually the paper is turned upside down and printed on the other side so that what was the leading edge of the sheet for the first side, becomes the trailing edge for the second. This requires precision and accurate turning. Xeikon solves the duplex issue by printing both sides simultaneously – Xeikon web presses have toner units on both sides of the paper web (Digital dots, 2006)

Paper size and orientation are there as always and must conform to the initial arrangement. ‘Duplex’ option takes Bond papers of 70 - 80 grams only. Papers like cardboard cannot print in duplex option that is a disadvantage. The press can handle thicker paper better than the digital printer can. For example, digital printers can often have trouble with 130# paper, whereas a press can print on 130# no problem. Also, the press produces smooth solid colors, unlike the blotchiness of a digital printer. (Chatterjee, 2017).



Fig 10: JPEG copy of a well-arranged journal page Source: CorelDraw X8 exported files

### Summary

This study was based on descriptive analysis of MS Word-PDF-CorelDraw approach to design of both online and print academic journals, using screenshots of production procedures from both Microsoft word and CorelDraw x8 applications. It involved organizing the files submitted by editor-in-chief on MS Word format, careful planning

and layout arrangement of pages in MS Word, submission of PDF copies for uploading and indexing, and conversion of same PDF versions to CorelDraw file through the import command and final production of few hard copies for the libraries and for the contributors using the Digital Image printer. This model is found to fast-track the process of design layout for academic journals which are applied to foster communication amongst scholars, to provide a proving ground for practical and theoretical ideas, and to document emerging scientific knowledge (Conley, 2012).

## Conclusion

Ms Word-PDF-CorelDraw design model was an effective means of creating visuals concurrently for both print and online journals. Evidence from findings show that automation in Microsoft Word aids designers to lay their pages within the shortest possible time, especially in the wake of high demand for academic publication. If book designers adopt this design model, they will not only meet up with speedy demand for publication of online and print journal, but will also arrange design layouts of international standard.

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### **Interviews**

- Fortune Ihunweze, web programmer (2020); why is PDF documentation of articles important? Why are articles uploaded individually instead of an entire document?
- Kinsley Onwuekwe, web designer, programmer and cinematographer (2020); how are PDF articles uploaded on site? How papers are kept afloat online?