

# FAQs for Scopus Content Partners

Last Revised: September 2026  
Content & Data Sourcing Team



Advancing human progress together

# Topics covered

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This document is also available in [Mandarin Chinese](#).

# Scopus Overview

## What is Scopus?

[Scopus](#) is Elsevier's source-neutral abstract and indexing database, curated by independent subject matter experts. By having content included in Scopus, scholarly publishers make their content discoverable at over 7000 of the world's top research institutions. Content in Scopus is linked through citation mapping, so that users can see who cited a piece of content or look at what an author may have referenced to support his or her research.

## Where can I learn more about how Scopus works with Content Partners?

You can find a list of resources for Content Partners on the [Publisher Relations website](#).

## I'm looking for Scopus end-user support.

You can find help on the [Scopus Support Hub](#)

## How is CiteScore calculated?

CiteScore is a metric assigned to all titles in Scopus. This metric is calculated by Elsevier. To learn more about how CiteScore is calculated and how it should be used, please refer [here](#)

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# Scopus Content Selection

## How do I suggest a title for Scopus?

You can learn more about content selection criteria and submit a title for consideration via the [Scopus Suggestion Link](#)

## How can I tell if my content is eligible for Scopus?

We recommend reading the [Scopus content policy and selection resources](#). This explains what is included in Scopus both in terms of content types and disciplines covered as well as more information on the selection process.

## How do I know if my journal is eligible for submission?

You can use [ReadyforScopus.com](#), which is a preliminary check for technical and administrative criteria.

# Scopus Content Selection continued

## **How long does it take for content to be evaluated?**

This varies. We want to ensure that all content submitted is given the appropriate attention.

## **How can I get an update on my title's evaluation progress?**

You can track the progress of the evaluation process by entering the unique Tracking ID provided at the time of submission into the [Title Evaluation Tracker](#).

## **How much does it cost to be indexed in Scopus?**

There is no cost to be included in Scopus. Our primary goal is to include high quality, publisher-agnostic content.

# Scopus Content Selection continued

## **What is the first issue of the title that will be indexed?**

Starting in 2023, a journal's start coverage year will be from the year of selection minus 4. This means that for a title selected in 2023, its coverage would start in 2019 and include the content for all years going forward. Special considerations apply to journals that are previously rejected for Scopus inclusion, the start coverage year will begin from the year following the year of rejection. For journals that were previously discontinued and then selected for coverage again, indexing will begin from the year of re-selection.

## **What is the embargo period if my title is rejected or discontinued?**

If a title is rejected, a conditional embargo date will be communicated in the decision letter, after which the journal title can be suggested for Scopus review again. The embargo period can range from six months to several years.

In case of discontinuation, there will be an embargo period during which the title cannot be suggested again.

# Approximate Timelines for Scopus Onboarding

## How long will it take for my content to appear on Scopus?

In most cases, it takes about 6 weeks for a new title to appear in search results; however, this depends on the content delivery method that you would choose and other factors. More information is available on the [Publisher Relations website](#).

## How long will it take for my title to have a Scopus Source page?

It roughly takes about 10 weeks for the title to have a Scopus source page.

### Source details

**Acta Tropica**  
Years currently covered by Scopus: from 1945 to 2026  
Publisher: Elsevier  
ISSN: 0001-706X E-ISSN: 1873-6254  
Subject area: [Immunology and Microbiology: Parasitology](#) [Medicine: Infectious Diseases](#)  
Source type: Journal

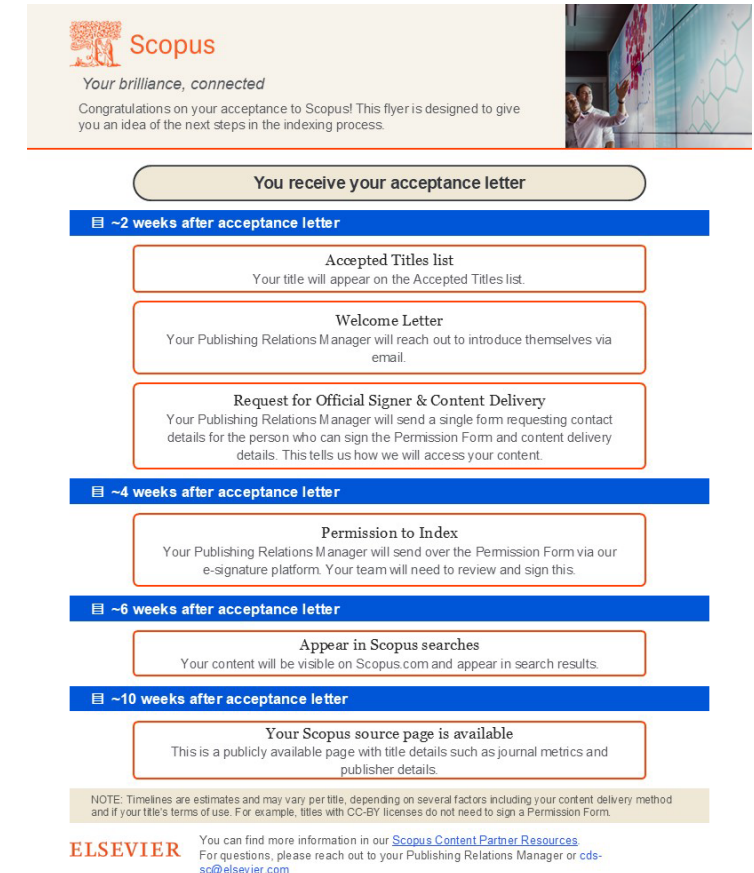
[View all documents >](#) [Set document alert](#) [Save to source list](#)

[Feedback >](#) [Compare sources >](#)

CiteScore 2025  
4.7

SJR 2025  
0.676

SNIP 2025  
0.976



Updated September 2020

# Scopus Acceptance and Permissions

## My content was just accepted into Scopus. What are the next steps for me?

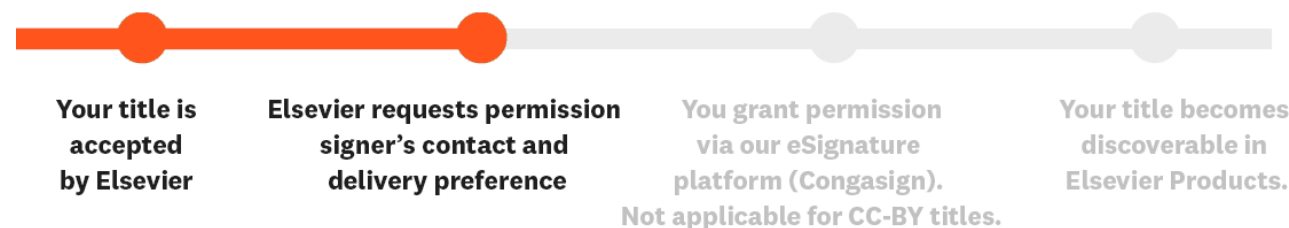
Congratulations! The first step for you is to celebrate. Shortly, your Publishing Relations Manager will work with you to set up the content delivery and acquire formal permissions to index your content.

If this is your first title accepted by Elsevier:

- **Welcome Letter:** A few weeks after your acceptance letter, you will receive a welcome letter from your Publishing Relations Manager.
- **Content Delivery & Permission to Index:** Soon after, your Publishing Relations Manager will reach out with the “Title Onboarding Form” to confirm your content delivery preference and signer details to send the permission form to index your title.

If you already have a title indexed by Elsevier:

- **Content Delivery & Permission to Index:** Your Publishing Relations Manager will reach out with the “Title Onboarding Form” to confirm your content delivery preference (we recommend using the same content delivery method for all titles) and signer details to send the permission form to index your title.



# Scopus Acceptance and Permissions continued

## **What is the role of my Publishing Relations Manager?**

Your Publishing Relations Manager is your primary point of contact at Elsevier. Their role is to make sure your relationship with Elsevier runs smoothly. This person will help you with onboarding, future license renewals and making updates in our records like changes in title, ISSN, URL, publication frequency, publisher website and contact information. This person can also help with any other questions you might have. If you are unsure who your Publishing Relations Manager is, please contact [cds-sc@elsevier.com](mailto:cds-sc@elsevier.com)

# Scopus Acceptance and Permissions continued

## Where can I see proof that my title is in Scopus?

There are a few ways:

- The first place your title will appear is on the [Source Title List](#) on the “Accepted Titles” tab. This is updated monthly and is the most up-to-date list of titles in Scopus.
- The other place you can look is the [Scopus Sources](#) within Scopus product. This takes about 10 weeks to update, so don't worry if you don't yet see your title here.

## Titles on Scopus

Content types included on Scopus are either serial publications that have an ISSN (International Standard Serial Number), such as journals, book series and conference series, or non-serial publications that have an ISBN (International Standard Book Number), such as monographs or one-off conference materials. To check if a title is on Scopus, visit the freely available [Source Title page](#) or consult the title lists below.

- [Download the Source title list](#) (includes discontinued sources list)
- [Download the Book title list](#)

*Please note that the information present on the Source profile page in Scopus and the Source title list available above are updated monthly.*

*It ensures that the information related to sources such as the Title, ISSN and publisher details, remain up-to-date and accurate. ASJCs are updated annually during May/June. Additionally, new source profile pages are now added to Scopus monthly.*

# Scopus Acceptance and Permissions continued

## **Why do I have to sign a Permissions Form?**

You will receive a Permission Request form from your Publishing Relations Manager via Conga Sign, our eSignature platform. This gives us permission to include your content in Elsevier solutions (including its AI features) If you do not grant us legal permission, we cannot include your content in Scopus.

If your title is CC-BY, you do not need to sign a permission form.

## **Who should sign the Permissions Form?**

This is up to you. At some organizations, there may be a licensing professional. You may also prefer to have it signed by the journal editor, the publisher or the person who submitted the title for coverage consideration.

# Scopus Acceptance and Permissions continued

## **What does Elsevier mean by “license renewal date”?**

For Scopus Content Partners, the license renewal date refers to when the license agreement confirming your willingness to have your title indexed in Elsevier databases expires. It simply means that we must renew our license with you.

For many publishers, we send this form out once in three years to confirm your willingness to continue indexing. If you have any questions, please reach out to your Publishing Relations Manager or contact [cds-sc@elsevier.com](mailto:cds-sc@elsevier.com)

Please be aware that “Renewals” are a standard activity done to ensure we have the permissions up to date to continue indexing your content and it does not mean your title is being re-evaluated.

*Note: Prior to 2021, we referred to this as the “subscription end date”.*

# Content Delivery

## Why does Elsevier need access to my full-text content?

While we display only the metadata and snippets in our products, we require access to the full-text of your content for indexing purposes and to support the AI features within our products. We never otherwise, provide the full-text to our users or other third parties.

You can read for more information below:

[AI collaboration for Content Partners](#)



[Search](#) [Sources](#) [SciVal](#) [Settings](#) [Alerts](#)

[Back](#)

### Review: Improving our knowledge of male mosquito biology in relation to genetic control programmes

[Acta Tropica](#) • Article • 2014 • DOI: 10.1016/j.actatropica.2013.11.005 [PDF](#)

[Lees, Rosemary Susan](#)<sup>a</sup> [✉](#); [Knols, Bart](#)<sup>b</sup> [✉](#); [Bellini, Romeo](#)<sup>c</sup> [✉](#); [Benedict, Mark Q.](#)<sup>d</sup> [✉](#); [Bheecarry, Ambicadutt](#)<sup>e</sup> [✉](#); [+17 authors](#)

<sup>a</sup>Insect Pest Control Laboratory, Joint FAO/IAEA Division of Nuclear Techniques in Food and Agriculture, FAO/IAEA Agriculture and Biotechnology Laboratories, International Atomic Energy Agency, Vienna, Austria

[Show all information](#)

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89 94th percentile  
Citations [🔔](#)

3.35  
FWCI [🔔](#)

Accessed September 2026

# Content Delivery continued

## How does content delivery set up work?

Your Publishing Relations Manager will send you a **“Title Onboarding Form”** to confirm your content delivery preference and signer details in one step. Feel free to have your technical delivery team complete it if that's easier. If you're already delivering content to Elsevier, we recommend using the same delivery method for all titles.

You can find more information about content delivery options [here](#)

For specific questions, please reach out to your Publishing Relations Manager or [cds-sc@elsevier.com](mailto:cds-sc@elsevier.com)



**Provide Access to Your Content**

The next step in having your content indexed in Elsevier solutions is to provide us with full text access. While we display metadata and snippets, we require access to the full-text of your publication for indexing purposes and to support the AI features within our products. We never otherwise provide the full text to our users or other third parties.

We recommend one of the following delivery methods:

- **Web access** — Best for content partners who do not currently use sFTP feeds.
- **sFTP e-feed** — Recommended for content partners who can supply full-text XML (in addition to PDF files).

If you're unsure which option is right for you, we recommend discussing the

For security purposes this form is for one-time use only. Pressing save will submit your details.

Content Delivery \*

--None--

Issues per Year \*

Issues per Year is required.

Volumes per Year \*

Volumes per Year is required.

Journal Home Page URL \*

Screenshot of the Content Deliver Form, September 2026

The form domain will include “relx-elsevier-operations.force.com”

# Content Delivery continued

## How can I provide content access to Elsevier?

You and your Publishing Relations Manager will decide what is the best access method for you, based on technical specifications. You can find more information about the content delivery options [here](#)

Generally, we can accept content in the following ways:

- Web crawling with Login Credentials – (Username/password access).
- Web crawling with IP recognition
- sFTP upload

For Open Access titles, we may not need special access if you have full text PDFs on your website. Once the Permissions Form is signed, we may be able to use a web crawler to access the metadata we need.

# Content Delivery continued

## **Do you have any tips for ensuring content transfer runs smoothly?**

It is important that you let your Publishing Relations Manager know as soon as possible about any changes to your title such as ISSN, website URL, publication frequency or contact detail changes. Changes may disrupt content transfer.

This is particularly important, because disruption in content transfer could trigger the [title re-evaluation](#) process.

## **What are the IP addresses I need to whitelist?**

You can find the current list of IP addresses [here](#)

# Making Changes in Scopus

## **Does Scopus process notices of retraction, erratum and corrigendum?**

Yes, but only if these notices are published in a journal issue. We do not index retraction, erratum and corrigendum that are delivered as separate letters.

## **Why do my articles not appear with the Open Access (OA) tag in Scopus (despite being OA)?**

We source our OA document tags from [Unpaywall](#), a database run by Impactstory (a non-profit organization) which harvests Open Access content from over 50,000 publishers and repositories.

## **My SCImago (SJR) or Source-Normalized Impact per Paper (SNIP) metrics do not accurately reflect my citation performance. How can I get them updated?**

Both SJR and SNIP are created independent organizations that use Scopus data. For more information about SCImago (SJR) visit the [SCImago website](#). For more information about Source-Normalized Impact per Paper (SNIP), visit the [CWTS Journals Indicator webpage](#).

# Making Changes in Scopus Continued

## How can I request changes to Scopus including content and author corrections or name changes?

Please start with the [Scopus Support Center](#). Here you can request that missing documents be added as well as request corrections to affiliation and author profiles. You can also let us know about citation and CiteScore corrections that need to be made.

## My basic publisher details, shown on the Scopus Source details page, are not up-to-date. How can I correct them?

Please contact your Publishing Relations Manager with any changes. These changes may include title updates like: Name, ISSN, publisher, publication frequency, website URL or a change in contact information. These changes may not reflect in the Scopus Source details page immediately.

### Source details

[Feedback >](#) [Compare sources >](#)

#### Acta Tropica

Years currently covered by Scopus: from 1945 to 2026

Publisher: Elsevier

ISSN: 0001-706X E-ISSN: 1873-6254

Subject area: [Immunology and Microbiology: Parasitology](#) [Medicine: Infectious Diseases](#)

Source type: Journal

[View all documents >](#)

[Set document alert](#)

[Save to source list](#)

CiteScore 2025  
4.7

SJR 2025  
0.676

SNIP 2025  
0.976

Scopus Sources Record, Accessed  
September 2026

# Making Changes in Scopus Continued

## Where is my Scopus Source page?

A Scopus Source page is the page that shares basic information about journals included in Scopus. It shows important information like journal metrics and publisher details.

Since March 2025, these pages are updated monthly to ensure that all source related information such as Title, ISSN and publisher details remain up-to-date and accurate.

If you are confirming your new content is displayed in Scopus, we recommend searching by ISSN or Journal Title.

It roughly takes about 10 weeks for the Scopus Source page to be created in Scopus. This takes the longest to update, so don't worry if you can't find your title here at first.

## Source details

[Feedback >](#) [Compare sources >](#)

Acta Tropica

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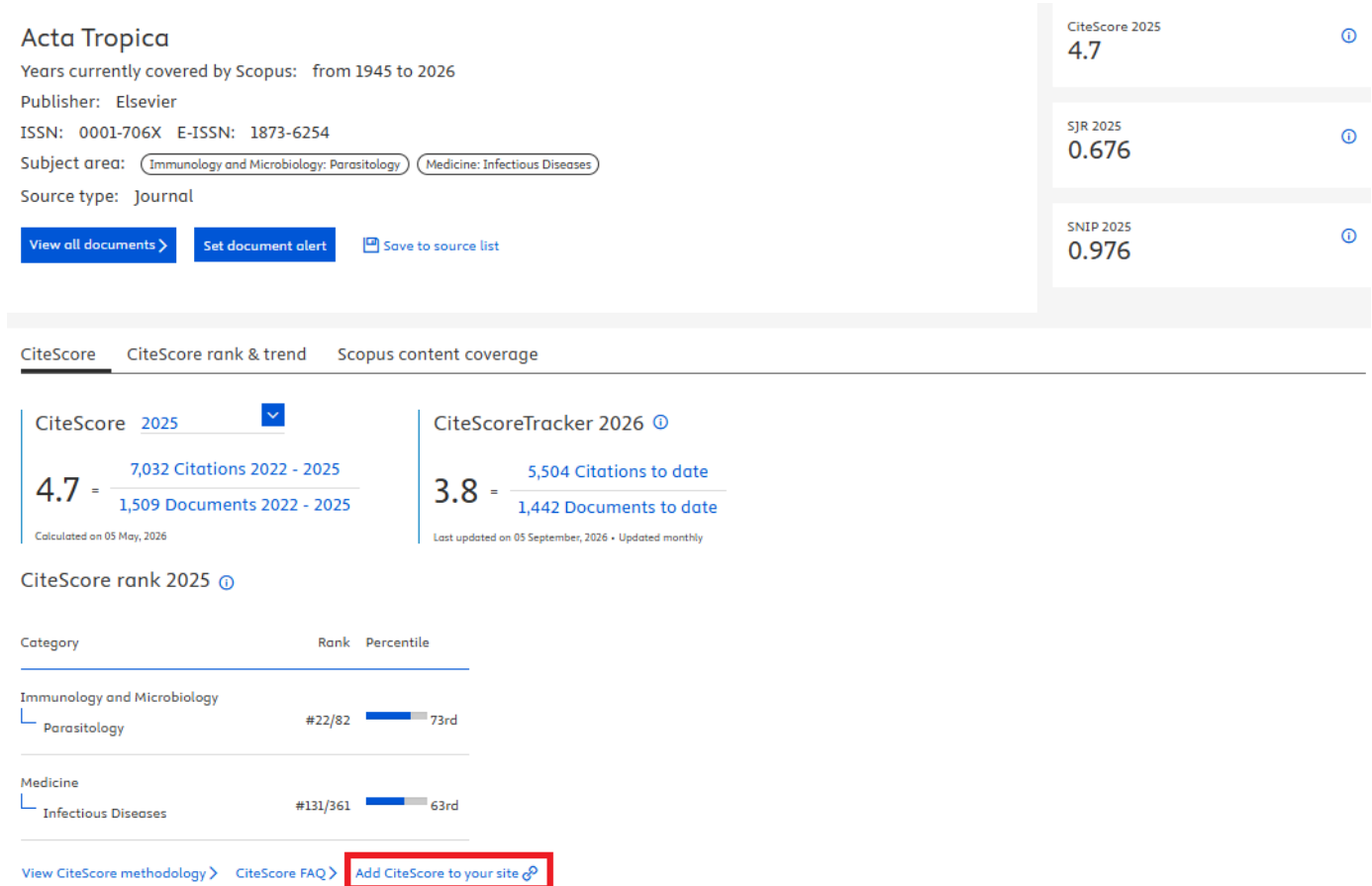


Scopus Sources Record, Accessed  
September 2026

# Promoting that Your Content is in Scopus

## What is the best way to display my journal's CiteScore on the journal's website?

You can use the CiteScore widget, which can be accessed on your title's Scopus Sources page. This ensures your journal metrics are always up-to-date on your journal's website.



Scopus Sources Record, Accessed September 2026

## Other Resources

Do you have questions not answered here? Please reach out to your Publishing Relations Manager or contact [cds-sc@elsevier.com](mailto:cds-sc@elsevier.com)

For our complete resource library, check out the [Elsevier Publisher Relations website](#).

# Thank you!



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