

How to Handle Each Submitted Paper

Each submitted paper will be assigned to one person from the editor or co-editors who will be called the editor-in-charge and be responsible for assessing the paper and ultimately making a decision on it. In extreme cases, the editor-in-charge may consult the editor or a co-editor to make a decision. The editor-in-charge will normally ask one Associate Editor of the Journal and one or two referees to review the paper.

The author will receive an acknowledgement of the receipt of the submitted paper which indicates the editor-in-charge and the date of submission and the manuscript number. As a serious commitment, we aim to give the first round reviewing reports to the authors within three months. In any case, the author of any submitted paper should receive from the editor-in-charge a decision on the paper within six months. The author should contact the editor-in-charge if she/he has not received any decision about the submission at the fifth month after the indicated submission date of the paper. However, very long manuscripts will be exempted from this rule and could take considerably more time.

Revise and Resubmit Papers

If an author is asked to revise and resubmit the submitted paper, it means a serious chance of the paper being eventually accepted. Therefore the author is advised to make every effort to satisfactorily address all reasonable questions raised by the referees, AE and the editor-in-charge. Authors should submit a revision within one year and six months of being notified of the decision. A revised version submitted after one year and six months after the author is notified of the decision will be typically treated as a new submission. In general, we aim to make a final decision on each revise and resubmit paper no more than two rounds of refereeing.

Accepted Papers

The author of each accepted paper will be asked to format the paper according to the style file and LaTeX article template provided by the Journal after acceptance. Based upon the received source Latex file and pdf file of the accepted paper, it will be copy-edited and formatted and its final product will soon appear on the journal website. Issues will be published in the order of receipt of the final versions also for hard-copy printing.

Every accepted paper must be written in good English either American or British usage but not a mixture of the two. If the English presentation of an accepted paper is judged to be in need of considerable improvement, the corresponding author will be advised to seek a copy editor's assistance.