

Manuscript process



After you are assigned a manuscript, you are first responsible for either issuing a reject decision or securing an Academic Editor for further handling.

Once the Academic Editor issues their decision, you are responsible for reviewing and approving it. This includes providing feedback, returning the decision letter back to the Academic Editor as needed, and sending the final decision to the authors.

Throughout the manuscript process, your journal office conducts a series of technical checks and communicates with authors to ensure compliance with our policies and formatting requirements. We also include these requests in decision letters.