

## ■ ■ ■ PEER REVIEW POLICY

- Manuscripts will normally be reviewed by the editor-in-chief, one associate editor, and at least two reviewers with expertise in the article's subject matter.
- The journal operates a conventional double-blind reviewing policy in which the reviewer's name is always concealed from the submitting author, and the authors' names are always concealed from the reviewers (although not from the editor-in-chief or associate editors).
- External peer review is not mandatory in the journal.
- After review by the editor-in-chief and/or an associate editor, a decision is made whether to reject the work or to continue the review process.
- Any works where the editor-in-chief is a contributor will be handled and decided upon by an associate editor. Any works where an associate editor is a contributor will be handled and decided upon by an alternative associate editor and editor-in-chief.
- We attempt to begin the review process as rapidly as possible, and a decision is reached as soon as the reviewer's comments are received, typically within 8 to 10 weeks.
- The publisher reserves the right to edit manuscripts to ensure conciseness, clarity, and stylistic consistency, subject to the author's final approval.
- Manuscripts are reviewed and selected in a blinded process by editors and appropriate content experts. Therefore, it is important that submitted manuscripts and illustrations do not contain information that will identify the paper's origin (except for the title page, which will not be sent to reviewers).
- The editorial board's decision is final and cannot be appealed.
- All expressions of concern, correction, or retraction should be directed to the Managing Editor (Ms Elizabeth Ducker, [ducker@quintessence-publishing.com](mailto:ducker@quintessence-publishing.com)). Accepted Manuscripts are part of the permanent scholarly record. They can be withdrawn or retracted as per the version of record only. Retracted articles remain online with a retraction notice to ensure transparency. Copyright continues to apply to retracted articles.