

Peer Review of Communication, Culture and Change in Asia Series

1. Once the proposal is received, the series editor and series' board performs a pre-review of the proposal inside the editorial committee. Two members write the evaluation. At this stage, the main aspects that are evaluated are the strength of the proposal, the CVs of the proposed authors / editors (mostly in terms of verifying the competences within the topic proposed), and the pertinence and relevance of the work within the scope of the series. If the editor/ author is a board member, the proposal is made anonymous in all the recognizable parts in order to avoid a conflict of interest.
2. During the pre-review, the editorial board members also look at the quality of language, should any recommendations for language editing be required.
3. If the pre-review is successful, based on the board members' feedback, the series editor writes a letter of endorsement for the proposal and submits the peer review reports to the publisher. The authors/ editors are informed, and asked to take into account the comments from the editorial board and series editor. The authors / editors are issued a contract. This decision is made conjointly between the publisher and the series editor.
4. When the manuscript is submitted, it undergoes one internal review by the series editor and/or board, and one external single blind review by the publisher. Reviewers have four options: acceptance without revisions, acceptance with minor revisions, acceptance with major revisions, or rejection. If both reviews accept the manuscript (regardless of the amount of revisions required), the publication process proceeds, provided of course that such revisions are applied by the proponent/s. If there is one rejection and one full acceptance, a third review is required.
5. During the revision of their manuscript, proponent/s are asked to make their changes visible in the text and, when they disagree with remarks, to explain the grounds for their disagreement.
7. Occasionally, reviewer/s may ask to take a second look to the manuscript, after the revisions, in order to give a final approval.
8. Reviewers are compensated for their book at both proposal and manuscript review stage.
9. The final decision to proceed to production is made conjointly between the publisher and the series editor.



<http://www.springer.com/series/13565>

Communication, Culture and Change in Asia

Series Ed.: Servaes, J.

ISSN: 2366-4665