

peer reviewing policy

Our Chief Editor, The Editorial Board, Executive Council, Peer Reviewers, Publications Division, Researchers and Honorable Authors of Global Journals Inc., provide international framework that allows all constituencies, including readers and libraries, to participate fairly and effectively with us. Online collaboration and integration tools developed by Global Journals Inc. are serving whole research community for the betterment of tomorrow.

Our peer reviewing is very fast and reliable. This would not have been possible without our enthusiastic reviewers around the globe.



ABOUT OUR REVIEWING PROCESS

A confidential, double blind, impartial peer reviewing process is executed on every submitted original research paper/ review papers and articles. The aim of review process is to make an appropriate and timely decision to adjudge, whether a submission, should be recommended for publishing or comments/suggestions to improve level of research suggested. The reviewing process may take one to two weeks. Authors have right to expect prompt, clear, and specific response. To enable this process, a submission must follow publication necessities and authors must be attentive in responding the comments.

Global Journals Inc. recognizes that the quality of a refereed publication rests chiefly on the impartial judgment of their volunteer reviewers. An editorial board or program committee should approach an individual reviewer rarely and only with a manuscript that both comes under the reviewer's expertise and meets the journal guidelines. (Please note that some magazines/journals do not formally review all articles, and that many newsletters and some magazines do not referee articles.)

Online Process

Time taken by reviewer should not exceed seven days. Summary of steps in reviewing a paper (details about each process would be provided in ongoing emails):

- I. Manuscript Department will ask if reviewer is ready to review a paper whose title and abstract would be provided. Query must be replied within 36 hours. If reviewer agrees then paper will be delivered to the reviewer as an email attachment.
- II. Reviewer should use MS-Word's (2007/2010) annotations, whose details will be provided in reviewing emails.
- III. Then reviewer should upload saved document and give marking to paper using reviewer's online platform of Global Journals Inc.' website.

EXPECTATIONS BETWEEN US

A reviewer can expect from Global Journals Inc. (US) to:

- Preserve their anonymity and ask them if they are ready to review before the submission is sent to them. The deadline for the review will accompany its request.
- Deliver guidelines on what constitutes a reviewing conflict of interest
- Demand them to review only submissions for which the editor feels they have expertise, and appeal only a restricted number of reviews over the course of a year
- Distinguish that they have the right to decline a requested review
- Give a reasonable length of time for a review, where the precise length of time depends on the publication and not routinely ask them to make up for delays presented by other participants in the reviewing cycle
- Not ask them to provide reviews for submissions that do not satisfy either specified publications requirements (e.g., page count restrictions) or which are obviously inappropriate for the publication
- Acknowledge their efforts in the publication process, while preserving confidentiality of which submissions they reviewed
- May notify them of the editorial decisions for the submission, including the author-visible portion of reviews
- Can tell them who will see their review and Identify that reviewers own the copyright for their reviews.

In addition, Global Journals expects reviewers to

- Make known to the demanding editor in any possible conflicts of interest
- Review the submission by the agreed-upon deadline
- Recognize the charter and reviewing standards and procedures of the publication
- Read the complete submission carefully, prepare the review with care, apply skilled judgment, use suitable language in a review, and fill out provided review forms.
- Adequately document in their review the reasons behind their recommendations
- Review subsequent revisions of a submission that they originally reviewed, should the editor feel that is appropriate
- Preserve the confidentiality of the existence and status of submissions of which the reviewer becomes aware
- Not to use/practice results from submitted works in their works, research or grant proposals, unless and until that material appears in other publicly available formats, such as a technical report or as a published work
- Not to distribute/allocate/give a submission to anyone unless permitted by the editor handling the submission
- Preserve the anonymity of the other reviewers, should that reviewer know them.

POLICY ON REVIEWER ANONYMITY

The "Rights and Responsibilities in Global Journals Publishing" promises that Global Journals Inc. will maintain the anonymity of reviewers. Editors and administrators of Global Journals Inc. publications must keep the individualities of all reviewers of particular manuscripts hidden from authors, other reviewers, and the public. Identities of reviewers may be divulged to members of a publication's Editorial Board or to Global Journals Inc. staff as needed to solicit expert information in special conditions. In such cases, identities of a critic may also be made known to other reviewers of the similar manuscript, provided that the agreement of all affected reviewers is obtained. Reviewers must also preserve the confidentiality of their identities, as well as the reviews to themselves, that are communicated to them at any period.

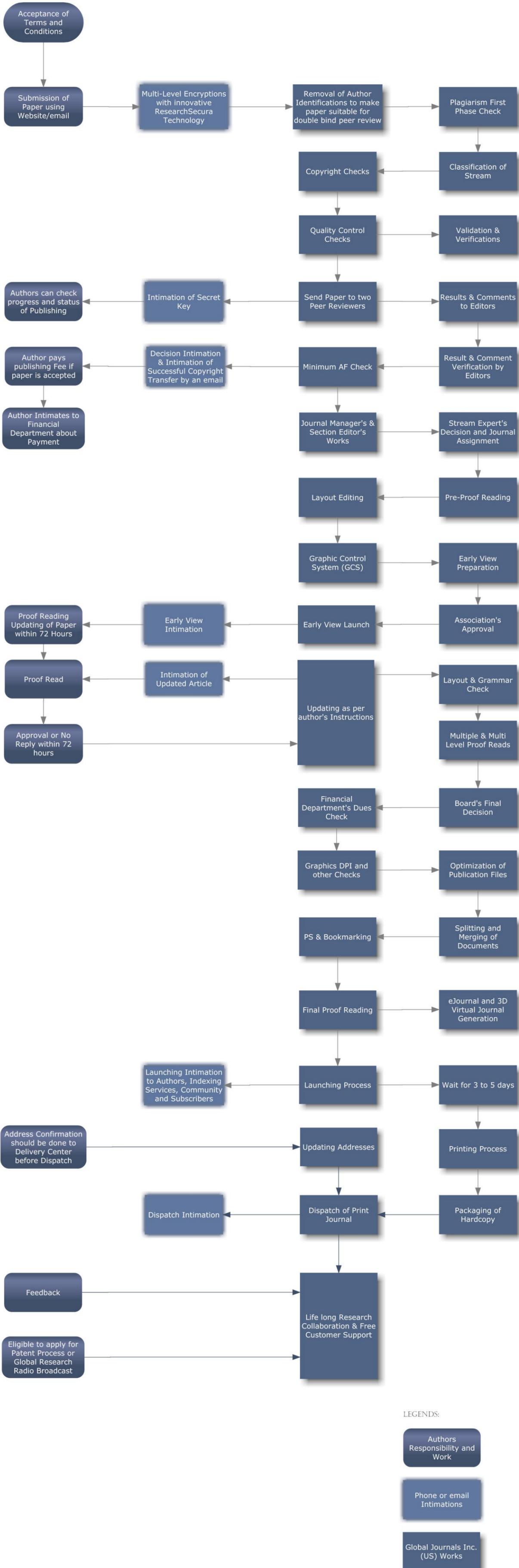
Exclusion to the anonymity policy is made in the case of review of conference submissions by a program board. It is allowable to make reviews and the identity of reviewers visible to the entire package committee, provided that all committee members plus solicited reviewers are notified in advance of this practice. (A further exclusion occurs when a program committee associate is also an author. Names of reviewers can never be revealed to the author.)

This policy does not prevent the simple citation of all reviewers of a particular volume or proceedings without reference to specific manuscripts for the purpose of acknowledgement, or the appearance of reviewer's names in a composite database for use by the editors. For the purpose of acknowledgement, or the appearance of reviewers names in a composite database for use by the editors.

IMPORTANT NOTE

Please note that to apply for an editorial board member; you are expected be an active peer reviewer (voluntary/paid) with Global Journals Inc. (US) for at least 2 years. Applications to become an Editorial Board member will be rejected unless applicant is highly renowned or is invited.

WORKFLOW OF A RESEARCH PAPER AT GLOBAL JOURNALS



- LEGENDS:
- Authors Responsibility and Work
 - Phone or email Intimations
 - Global Journals Inc. (US) Works