

Economic Issues Submissions Procedure

The following procedure outlines the practical steps and criteria used to determine which papers will be accepted for publication in *Economic Issues*. For details of those responsible for each of these steps please see the structure of *Economic Issues*. For details about the requirements of authors submitting manuscripts to *Economic Issues* please see the ethics policy. The process for dealing with submissions to *Economic Issues* is as follows:

- a. All papers are submitted to *Economic Issues* are initially pre-screened by the journal's editorial board. This is to determine whether the manuscripts meet the basic levels of quality expected for peer reviewed academic papers, would be of interest and advance knowledge for the readership of the journal, and do not appear to be in contravention of the *Economic Issues* ethics policy.
- b. Where papers are felt to be of good quality, but not of sufficient interest to the readership of the journal, the editorial review board will endeavour to suggest alternative outlets for such work.
- c. The paper is then associated to a member of the editorial board who is responsible in managing the review process. This will be the member of the editorial board with the most relevant knowledge with regard to the topic of the submission.
- d. Those papers retained at pre-screening are sent out for review by at least two experts in the field, with the double-blind review procedure utilised.
- e. Based on the recommendations of the referees, the responsible member of the editorial board will determine an outcome.
- f. Where authors are asked to revise and resubmit, a deadline of three to six months is normally imposed depending on the extent of the revisions requested. Where authors feel they will not be able to meet such a deadline they should make the dealing member of the editorial board aware at the earliest opportunity.
- g. Manuscripts offered the opportunity to revise and resubmit are not guaranteed to be accepted, but will be re-examined by the original referees to determine if the revisions have led to the manuscript being of a publishable standard. Those not meeting this standard may be asked for further revisions, or if the dealing member of the editorial board feels that the required standard cannot be met will be rejected.