

International Journal of Innovation, Creativity and Change

Peer Review Policy on Social Science Research

Peer Review Policy Statement The practice of peer review is to ensure that good scholarly work is published. It is an objective process at the heart of good scholarly publishing and is standard practice at all reputable journals. Our referees therefore play a vital role in maintaining the high standards of *multi-discipline research* and all manuscripts, including those that appear in Special Issues, are peer reviewed following the procedure outlined below.

Initial manuscript evaluation The Editor first evaluates all manuscripts. Those rejected at this stage are insufficiently original, have serious scientific flaws, have poor grammar or English language, or are outside the aims and scope of the journal. Those that meet the minimum criteria are passed on to at least 2 experts for review; these may include members of the Editorial Board. Authors of manuscripts rejected at this stage are usually informed within 1-2 months of receipt.

Type of peer review This journal employs double blind reviewing, where the referees remain anonymous to authors throughout the process. Authors, however, are not anonymous to reviewers.

How referees are selected Referees are matched to papers according to their expertise and recent reviewing history. Our database is constantly being updated. We welcome suggestions for referees from the author(s) though these recommendations may or may not be used.

Referee reports Referees are asked to evaluate whether the manuscript:

- is original
- is methodologically sound
- follows appropriate ethical guidelines
- has results which are clearly presented and support the conclusions
- correctly references previous relevant work

Referees are not expected to correct or copy edit manuscripts. Language correction is not part of the peer review process.

How long does the review process take? Typically manuscripts are reviewed within 1-2 months of submission but substantially longer review times are not uncommon, especially for papers on esoteric topics where finding qualified referees can itself take months. Should the referees' reports contradict one another or a report is unduly delayed, a further expert opinion is often sought. Revised manuscripts are usually returned to the initial referees upon receipt. Referees may and frequently do request more than one revision of a manuscript.

Final report A final decision to accept or reject the manuscript is sent to the author along with any

recommendations made by the referees, and usually included verbatim comments by the referees.

Editor's decision is final Referees advise the Editor, who is responsible for the final decision to accept or reject the article.

Becoming a referee If you are not currently a referee but would like to be added to the list, please contact the editorial office. The benefits of refereeing include the opportunity to see and evaluate the latest work in your research area at an early stage. You may also be able to cite your work for the journal as part of your professional service contributions.