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A brief introduction to Editorial peer-review process :

- Peer-review process is a key part of any scientific journal.
- Peer-review process involves Editor-In-chief, other Editorial board members such as Executive editor, Associate editor and Reviewer.
- The process involves detailed check (review) of manuscript through various stages.

The process of Editorial peer-review has been described below :

ADJIM Editorial peer-review process :

- * Author submits manuscript to ADJIM
- * Editor-in-chief receives manuscript - inspect it and refer to reviewer
- * A reviewer is selected based on subject of manuscript.
- * A care is always taken to blind the Reviewer about author(s) of manuscript vice versa.
- * Reviewer reviews the manuscript and returns to the Editor-in-chief with detailed manuscript report.
- * Editor-in-chief reviews the report and makes his decision about manuscript.
- * If the manuscript report has reported queries then it is sent to the author for corrections.
- * After corrections author send manuscript to ADJIM.
- * Then, Editor-in-chief reviews and accepts (if correct) the manuscript for publication.
- * *Note :This process of review is repeated till the queries get resolved.*

Guidelines to Reviewers :

- * Amongst of all Reviewers play an important role in peer-review process.
- * In order to facilitate review process, following guidelines have been published.
- * Reviewers must aware and follow these guidelines while reviewing manuscript.
- * After receiving the manuscript a reviewer should respond immediately for whether he/she could review the manuscript in time.
- * Reviewer should check the manuscript properly and queries if any for the contents within manuscript must be drafted and sent to the Journal.
- * If no queries should inform the journal that the manuscript can be published.

