Vol-6; Issue-I



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Each diagram, figure, chart and/ or table should be numbered, titled and positions should be indicated in the text on a separate line with the words 'Table-1 about here'/or 'Diagramme-1 here' etc. Both soft and hard copies (of diagrams, figures, charts, tables etc.) shall be sent along with the script.

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PROCEDURE OF PEER REVIEW & SELECTION OF THE ARTICLES

1. Step-1: Receiving of Papers/ Articles:

All types of Articles / Papers/ Study Reports are collected by the Editor-in-Chief.

2. Step-2: Meeting of the Editorial Board:

Editor-in-Chief convene a meeting of the members of the Editorial Board (online meeting) and discuss about the received articles; and classified those Articles according to different disciplines. Sectional Co-Editors are assigned to review primarily and to select the papers, which can be sent to the Reviewers for their observations. Sectional Co-Editors submit a panel of 3-4 Reviewers of their respective discipline.

3. Step-3: Sending of Articles to the Reviewers:

As per recommendations of the Sectional Co-Editors, Chief Editor (his office) send request letters to two/ three Reviewers along a soft copy of the primarily selected articles and an evolution sheet/proforma for his/her review reports

4. Step-4: After receiving the Reviewers' Report:

After receiving the Review Reports, Sectional Co-Editors compile the Reports and select the Papers/ Articles which are to be published- (i) Without any editing; (ii) Minor Editing needing; (iii) Major Editing needed and send back to the Author(s); (iv) Not Publishable.

5. Step-5: Intimation to Authors:

Chief Editor send intimation to the Authors along with consolidated Review Report , as per recommendation of the Sectional Co-Editors, and asked them to revise/ re-edit/ make necessary correction of their Articles. They are asked to make Plagiarism Checking and submit the overall report along with the Edited Article.

6. Step-6: Final Selection of the Articles for Publication:

- i) Plagiarism Checking is made almost all publishable Articles/ Papers, if Authors don't submit the Plagiarism Certificate.
- ii) Final Selection of the Articles is being made by the Chief Editor and the concerned Sectional Co-Editors.
- iii) As per instruction of the Chief Editor, arrangement of the articles/papers in the Journal, both in Print and Online Versions are made.



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The Editor-in-Chief

IISRR-International Journal of Researches

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