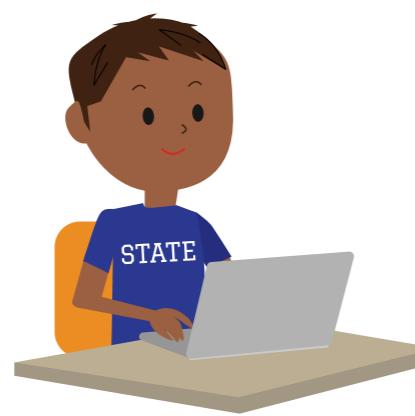


Aletheia Submission Workflow

BEGIN
HERE



Author submits manuscript to Production Editor.



Production Editor sends acknowledgment (and request for any missing materials, if any) to Authors generally within two working days of submission.

Production Editor sends redacted submissions to Editors.

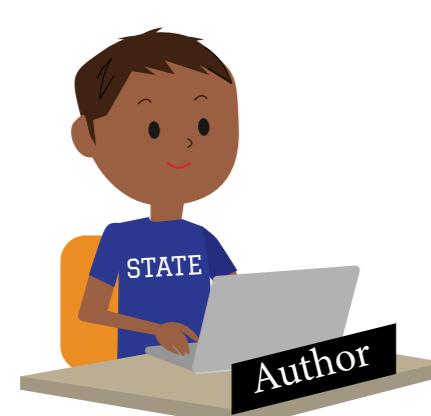
Editors send redacted submissions to the Editorial Review Board to determine if submission is acceptable to begin the review process.



The Editor recruits two or more (generally not more than three) outside Reviewers and delivers the manuscript to them within two weeks of taking assignment of the manuscript.



The Editor contacts authors with a publication decision and Reviewer feedback within two weeks of receiving Reviewer comments.



Authors may be asked to make revisions and return a reworked manuscript to the Editor within four weeks (extensions granted at the discretion of the Editor).



Once the manuscript is deemed acceptable for publication, the Production Editor will then proof, edit, and lay out the manuscript in galley form within two weeks of receipt of appropriately formatted and accepted finalized materials. The galley is then sent to the Editor and Author for final review prior to publication.



The Author should complete galley revisions within two weeks.

The production staff make corrections, conduct a final proof reading, and publish the manuscript within two weeks.



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