



# CESaRE's Peer-Review Process

## Overview

This explainer document will guide you through the general steps used to evaluate the academic rigour of articles submitted to the Journal of CESaRE.

## Main Steps



### 1. Submission

Authors submit their abstracts online [here](#). Submissions are rolling but calls last a month and a half, of which we have two every year. At the end of these calls (and for submissions outside of these calls), the Editor-in-Chief (EIC) makes a decision on which papers will be requested for full manuscript submission.

### 2. Full Manuscripts

Authors have a month from this communication to submit full manuscripts using an [online template](#) provided. While authors are preparing manuscripts, the Editor-in-Chief contacts the Editors from our [Editorial Board](#) to handle the appropriate articles that have been submitted for peer-review.

### 3. Reviewers

Our Editors will then find the appropriate reviewers for the papers from both affiliated and external reviewers of CESaRE. Once manuscripts have been submitted, information is stripped for author identity and Editors send the manuscripts to reviewers for review, applying a 2-week turnaround time.

### 4. Post-Review

Reviewers use an online form to submit their review for their papers and the Editor-in-Chief communicates these to authors through anonymous comments. Once an initial evaluation of the reviews from the reviewers has been done, authors have the opportunity to address major and minor reviews and resubmit within 2-weeks.

## At a glance



2017

Founding  
Year as an  
NGO



> 30

Countries  
under our  
scope



~ 19K

Social  
Media  
Following

## CESaRE's Ambitious Goal

We at CESaRE have been steadily growing our readership and authorship but there is so much left to do! Making our content as easily accessible as possible is key to our success and our peer-review process ensures that our Journal maintains academic quality while opening research for the Caribbean region.

## Further Points to Consider

If a paper has been rejected, the author(s) also has the opportunity to ask for a further EiC review where the EiC holds full discretion to send the manuscript back to reviewers if discrepancies are found or reject the paper fully from publication. Once final manuscripts are returned, a pre-design Editorial Intern reviews the papers before sending them to our marketing team for publication.

This intern also translates the main article (known as The Detailed) into an abridged version called 'The QuikeZ' for easier public dissemination of the main findings, and another called 'The UpCycle' where main findings of each article are sent around to tens of relevant NGOs and institutions so that they can connect with authors to further drive research impact.

All full-length articles and their associated metadata are added to CESaRE's CrossRef database for archiving and each article is given a DOI in the form of '10.33277/cesare/003.002/01' for instance. Another Editorial Intern reviews the papers post-design before articles are published on our website and sent through official communication channels.

For further information on our Peer-Review process or Editorial Board, you can contact us below.

Editorial Team