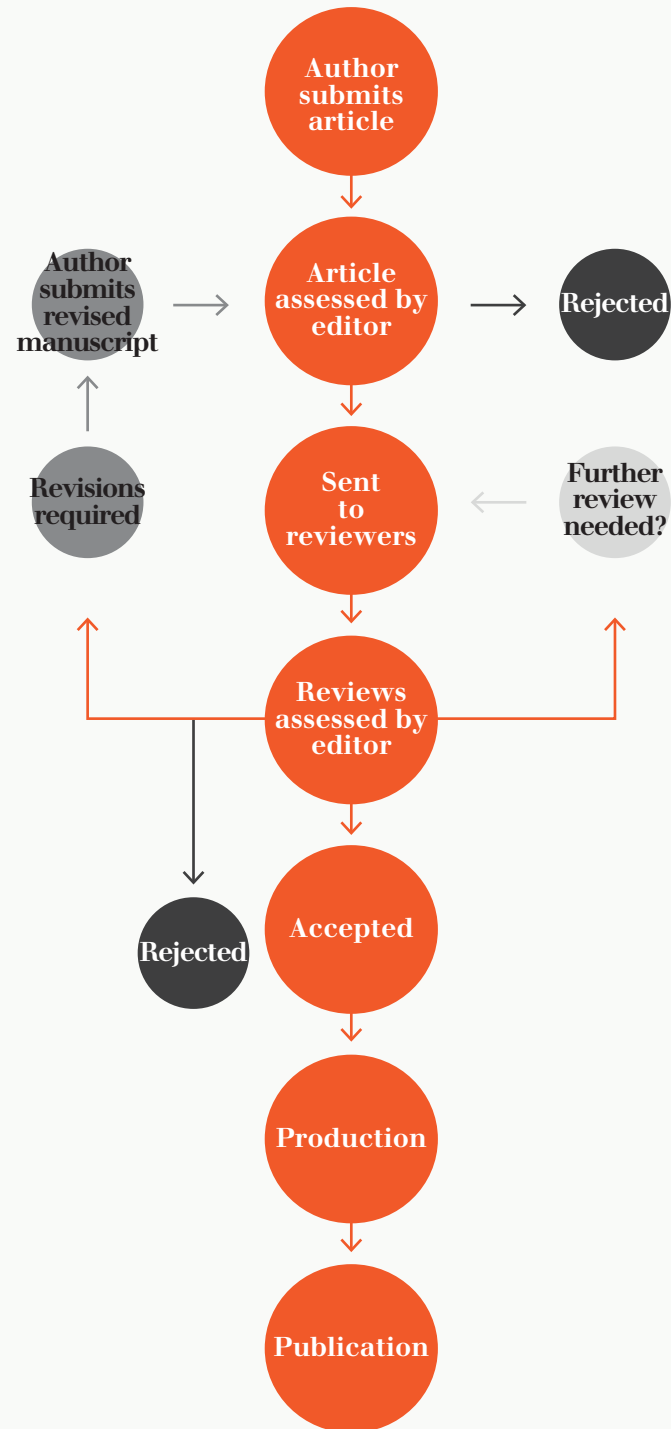




metapsychologica
rivista di psicanalisi freudiana

The Peer-review process



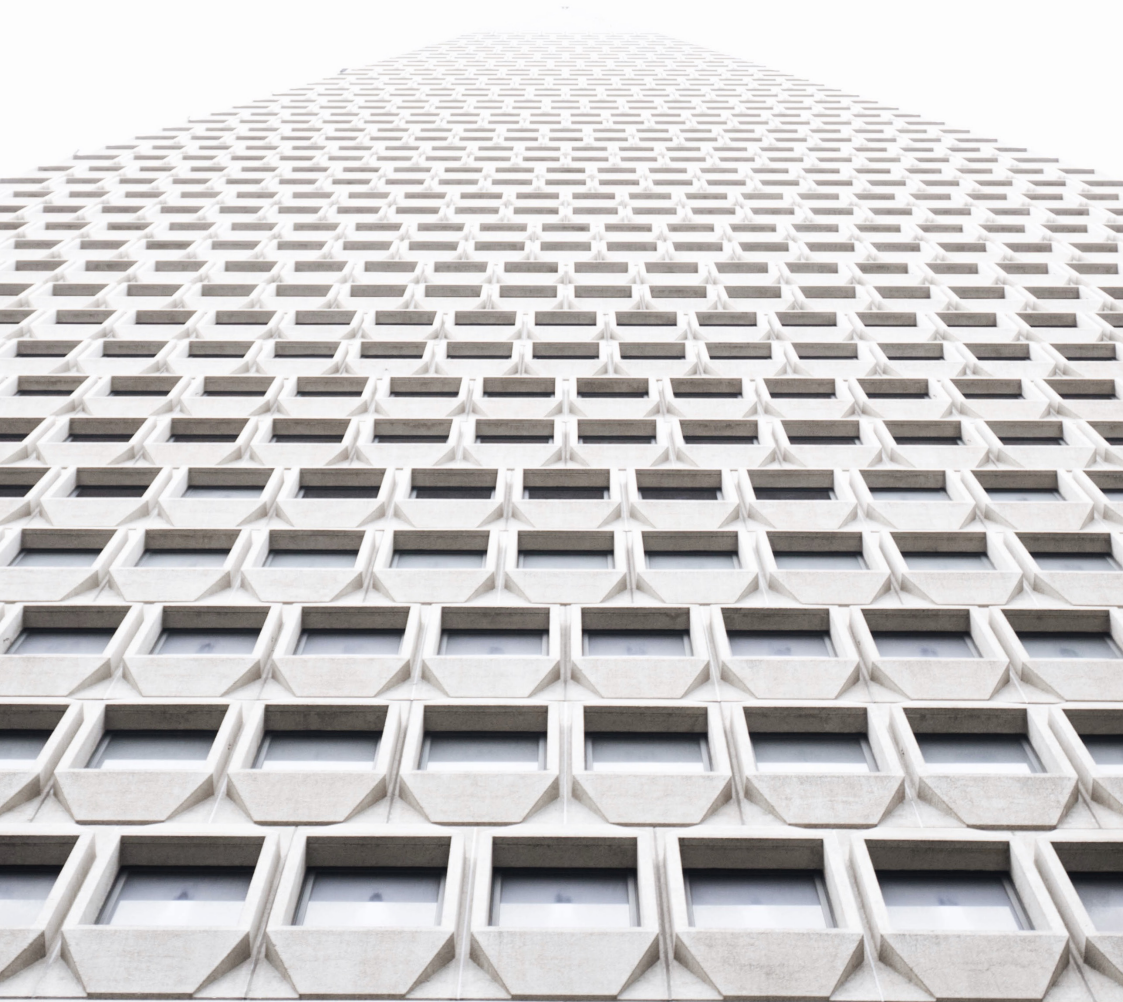
The reviewer

- ensures the rigorous and scientific standards of the journal by reviewing the papers and assessing the quality;
- gives recommendations in case the paper requires revisions;
- connects with other reputable colleagues to receive an expert opinion whenever his/her knowledge is not sufficient to properly evaluate a specific part of the paper;
- upholds the integrity of the journal by identifying invalid research and helps prevent plagiarism and research fraud.

How the review is conducted:

At first, the reviewer shapes an initial opinion about the work. If significant issues are found at this time, the reviewer can feel comfortable dismissing the paper without further investigation. Otherwise, he/she will continue with further reading and analysis, taking notes in order to build a detailed point-by-point review. Then, the review is sent to the Editorial Board with a recommendation to accept or reject it.

Step by Step



- 1. Paper submission:** The author submits the paper to the journal via email or via our online form.
- 2. Editorial Office Assessment:** To ensure that the appropriate parts and stylizations are used, the journal compares the paper's structure and layout to the journal's Editorial Guidelines.
- 3. Editor-in-Chief (EIC) Appraisal:** The EIC ensures that the paper is suitable for the journal and that it is original and interesting.
- 4. Associate Editor (AE) Assignment:** An AE is assigned to handle the review process.
- 5. Invitation to Reviewers:** The handling AE sends invitations to individuals he/she believes would be appropriate reviewers.
- 6. Response to Invitations:** Potential reviewers weigh the invitation against their own areas of experience, potential conflicts of interest, and availability. If at all practicable, they should recommend substitute reviewers when refusing.
- 7. Review is Conducted:** The reviewer accepts/rejects the article by motivating his decision and communicates recommendations for further revisions if needed.
- 8. Journal Evaluates the Reviews:** Before making the final decision, the handling editor considers all of the returned reviews.
- 9. The Decision is Communicated:** The AE contacts the author by communicating the decision and including the reviewer/s comments.
- 10. Next steps:** If the paper is accepted it is sent to publication, otherwise is sent back for revision.



Editorial note:

The Peer Review process of *Metapsychologica* is in line with the highest standards adopted by the most important scientific journals. In identifying and describing the major steps of the process, the Editorial Board extensively took inspiration from other journals/editors and especially from John Wiley & Sons, Inc. guidelines

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