

Guidelines for Guest Editors

Review of Philosophy and Psychology

The **Review of Philosophy and Psychology** welcomes proposals for guest-edited thematic issues. Proposals are evaluated for their timeliness, relevance to the scope and readership of the RPP, feasibility, and overall scientific quality. Proposals can be submitted at any time and will be single-blind reviewed within 3 months. Accepted proposals result in the appointment of guest editors and in the preparation of a call for paper for a thematic issue.

1 Format of a Proposal

Proposals for future issues should include the following:

- A short motivation letter, explaining the stakes, expected impact, target readership and timeliness of the proposed issue.
- The proposed title of the issue.
- A call for papers (no more than 300 words).
- Names, affiliations, and short biographical information about the guest editor(s). The name and contact details of a single contact editor, who will be in charge of all the communication, should also be specified.
- A selection of recent literature relevant to the proposed issue.
- A list of potential invited authors. Providing a list of authors already willing to submit papers to the proposed volume as invited contributors is particularly appreciated.
- A pool of potential authors and reviewers.
- Reference to any past or forthcoming scientific event (conferences or workshops) that may provide relevant contributors to the volume, if applicable.

Proposals should be submitted electronically to the editorial board of the RPP, to the attention of the Editor-in-Chief, Dario Taraborelli: d.taraborelli@surrey.ac.uk

2 The Role of Guest Editors

Contributors whose proposal has been accepted and scheduled for production are appointed as guest editors. Guest editors work in close collaboration with the editor-in-chief and executive board of the RPP. The role of the RPP board is to provide

support to guest editors and ensure that the editorial procedure (circulation of the call for papers, refereeing process, communication with authors) is smooth and timely.

Guest editors are expected to:

- Select potential authors (usually leading authors in the field) as invited contributors. Each guest edited issue should feature up to three invited articles
- Prepare and circulate a call for papers.
- Select and allocate reviewers for submitted and invited papers. Our editorial policy requires a minimum of two double-blind reviews for submitted and invited papers. The editorial board will assist guest editors with a list of potential reviewers from the pool of previous contributors/referees. The review process will be handled via Springer's manuscript tracking system (Editorial Manager)
- Select papers for the issues on the basis of the peer review. Guest editors are in charge of acceptance/rejection/revision and resubmission decisions and notify the editorial board on each of these decisions. Due to the format of thematic issues, authors whose papers are not suitable for publication will not be offered the possibility to resubmit their work.
- Write an introduction to the volume, that will be reviewed by the RPP board.
- Compile the final manuscript of the volume and submit it to the publisher, making sure that the guidelines and deadlines are respected so as to facilitate the production of the issue.

The contact editor will serve as the contact point between the guest editors team and the RPP board. S/he is accountable for the progress on the issue and reports to the RPP editors on any problems that may arise during the preparation of the issue.

3 Volume Specifications

Guest edited issues include invited contributions as well as articles submitted in response to a call for papers. The page budget for each issue should be within a maximum of 200 pages. Special page budget requests will be discussed on an individual basis with the RPP board.

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