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Understanding the Decision Process

What happens when you receive the decision letter? After peer review, the editor will consider feedback from the reviewers and then make a decision about the article. The decision letter is delivered to the author via email.

There are three basic types of decisions: Accept, Revise, and Reject. No matter which decision you receive, be sure to read the entire decision letter carefully. Pay special attention to deadlines and next steps.

Accept

Upon acceptance, you may be asked to complete additional steps. For example, providing final high-quality files or signing a publishing agreement. Promptly complete any requested tasks to avoid publication delays. Learn more about your role in article production.

Revise

Revise is the most common type of decision. You will be asked to make changes and submit a revised version for further consideration. The scope of the changes can range from small corrections to major rewriting. The decision letter will include the reviewers' suggestions on how to improve the article. You should include a point-by-point reply that addresses each suggestion when you submit the revised article.

Reject

If your article is rejected, the decision letter will explain why. The letter may include suggestions for improving your article before you submit it to another publication.

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