

Authors  
submit

Submission: Submitted article

Editors in chief  
quickly evaluate

Rejected article

move to Phase 1

Editors in chief  
assign to the volume “Phase 1”

Weekly digest  
informs editorial board

Editors in chief  
assign handling and partner editors

Editors  
declare conflict of interest  
if no conflict:  
can leave comments

Paper - editors assignment: Assign an editor

Editors in chief  
write messages to the editors  
to indicate roles (handling / partner)

conflict

End of article supervision by the editor

Assigned editors  
declare conflict of interest

no conflict

Assigned editors  
invite reviewers

Editors in chief  
add a comment to  
announce the editors  
(first evidence of editors’ actions)

Reviewing - Invite a user

Refused reviewer invitation

Reviewers  
answer the review request

Accepted reviewer invitation

Reviewers  
send the review  
by filling in Phase 1 “rating”

Phase 1:  
 $\leq 3$  months

Completed rating

Assigned editors  
send recommendation:  
*conditional accept* OR *reject*  
(no revisions in Phase 1)

Weekly digest  
informs editorial board

Editors  
declare conflict of interest

no conflict

Editor’s comment about a paper

Editorial board  
discusses through comments  
for one week

Editors in chief  
communicate decision to the authors

conditional accept  
move to Phase 2

Rejected article