

PEER REVIEW PROCESS

Submission Process

Manuscripts should be submitted online at seemaantmizoram@gmail.com. The author who submitted the Manuscript is responsible for the same during the submission and peer-review process. The author needs to ensure that the names of other co-authors are included in the author list.

Submission of Manuscript must be in Microsoft Word Template and PDF

Author is required to include a cover letter mentioning the full author names, designation, affiliations and email id.

Preparation of Manuscript

Manuscripts should include:

- **Front Page:** Title, Author list, Affiliations, Abstract, Keywords
- **Body:** Introduction, Literature review, Methods, Discussion, Results, Findings and Conclusions (optional).
- **Last Part:** References/Bibliography: A reference list is to be arranged alphabetically. All sources are needed to be listed by the last names of the authors and listed individually at the end of the manuscript.
- The Reference list must follow the APA style.
- **Acronyms/Abbreviations** should be mentioned when they appear first and subsequently they are to be added in parentheses.
- Similarity index to be maintained (up to 10%)

Peer-Review Process

At first, the submitted manuscripts will be checked by the Editorial Board to find whether manuscripts are properly prepared as per the guidelines. Manuscripts that do not follow the prescribed procedure will be rejected and will be returned to the author before the peer-review process.

Peer-Review

Once a manuscript passes the first phase, it will be sent to two subject experts for peer-review (double blind peer review). However, author's identities will not be disclosed in the process.

The observations / comments of the Reviewers will be forwarded to the author for revision and Seven days time will be given for necessary changes. The author needs to provide a point by point response to the comments of the reviewer.

If major revisions are required, author will be given suitable time period for thorough revision of the paper. The revised paper will be returned to the reviewer for final comment.

If the article does not meet up the suggestions of the reviewer and flaws remains then the same will be rejected. However, the author can resubmit the same after modifications.