

Author

SPS Staff

EIC

SAE

AE

Reviewer

Submit paper

Compliance Tests (1-2 days)

Quick check* (1 week)

IR Prescreen*** (1 week)

Assign SAE** (3 days)

IR Review (1 week)

IR decision (3 days)

IR Recommend (1 week)

Admin IR

Editorial IR

Assign AE** (3 days)

Assign Reviewers or IR review (1 week)

1st review (6 weeks)

1st Decision (1 week)

Revise paper (6 weeks)

2nd review (3 weeks)

Send to Reviewers (3 days)

Revise paper (4 weeks)

2nd Decision (1 week)

Submit final materials (2 weeks)

Final Decision (1 week)

Notes:
 * Some EICs do an initial prescreening on all papers; others handle only papers that staff think are questionable.
 ** EICs work with staff on SAE and AE assignment according to what works best for them.
 *** EICs make all IR decisions. Editorial rejects need reviews from 2 SAE/AEs.
 **** Some steps illustrated may not apply to all publications (i.e. SPL or J-STSP)

