

The submission process

All manuscripts should be submitted via our editorial system by the corresponding author.

Review and decision process

Each submission is checked by the editor. At this stage, they may choose to decline or un-submit your manuscript if it doesn't fit the journal aims and scope, or they feel the language/manuscript quality is too low.

If they think it might be suitable for the publication, they will send it to at least two independent referees for double blind peer review. Once these reviewers have provided their feedback, the editor may decide to accept your manuscript, request minor or major revisions, or decline your work.

While all journals work to different timescales, the goal is that the editor will inform you of their first decision within 10 days.

During this period, we will send you automated updates on the progress of your manuscript via our submission system, or you can log in to check on the current status of your paper. Each time we contact you, we will quote the manuscript number you were given at the point of submission. If you receive an email that does not match this criterion, it could be fraudulent and we recommend you email artsjournal@berlinsbi.com.

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Proofing and typesetting

Two to three months before the scheduled print publication of an issue, we carry out editorial checks on your paper and a pre-typeset version appears in the 'Accepted Articles' section of the journal's online content. Your paper is then copyedited, typeset, and proofs are sent to you (if you are the corresponding author) for your review. You will receive advance notification of this. Please note, this is your opportunity to correct any typographical errors, grammatical errors or incorrect author details. We cannot accept requests to rewrite texts at this stage.