



SCITECH CENTRAL PUBLICATIONS
Guest Editor(s) Publishing Agreement
International Journal of Bioprocess and Biotechnological Advancements

The International Journal of Bioprocess and Biotechnological Advancements offers to make available an issue of the journal of which Dr. ----- will serve as Guest Editor.

1. **Receipt of Articles.** The Managing Editor of *The International Journal of Bioprocess and Biotechnological Advancements* will commit a specific issue for the purpose of a special issue/special section only after receiving and reviewing a complete set of articles of near-publishable quality.

2. **Format.** All submissions must adhere to the International Journal of Bioprocess and Biotechnological Advancements style requirements (please refer to the journal submission guidelines available at the journal website and fall within a limit of 10-15 pages per manuscript.

3. **Review.** The external review process is coordinated by the Managing Editor of International Journal of Bioprocess and Biotechnological Advancements. . The Managing Editor is responsible for preparing submissions for review, dispatching to referees, receiving and collating referee reports and forwarding the complete review material to the Guest Editor and Editor-in-Chief. Each article is sent to 3-4 potential referees. A minimum of two reviews is required for the editorial decision.

4. **Responsibility.** The Guest Editors responsibility includes: (a) an obligation to supply the Managing Editor with names of potential reviewers, (b) addressing the referee’s comments and (c) turning around articles that are ready for a decision.

5. **Schedule.** The Guest Editor(s) are responsible for ensuring that all contributing authors comply with *The International Journal of Bioprocess and Biotechnological Advancements* production schedule. Deadlines are to be considered as final. The Guest Editor(s) are required to follow the journal routines in the process leading up to publication. This includes keeping the article flow of the special issue rolling by turning over articles continuously and supplying new names for reviewers when needed. Failure to comply with the production schedule can result in postponement or rejection of the special section/special issue. The schedule for the special issue is as follows:

Activities	Dates
Deadline for submission of abstracts	0
Notification of acceptance	about 1 month from start
Deadline for final draft of papers	about 2 months from start
Reviews and revisions	About 3 months from start
Deadline for revised papers	About 4 months from start
Final revised versions to Editor	About 4.5 months from start
Final revised versions to publisher	After 5 months from start
Publication	About 5.5 months from start

6. **Acceptance and Rejection.** The Guest Editor(s) makes the decision to accept or reject any given article. The Guest Editor(s) are expected to comply with the ethical and qualitative standards that *The International Journal of Bioprocess and Biotechnological Advancements* holds. This includes an obligation to respect the quality control that is supplied through the referee system as well as the joint reading of the Guest Editor(s) and Editor. There is no possibility to guarantee contributors publication until adequate revisions in line with the referees’ comments are completed and agreed to by the Guest



Editor(s) and the Editor-in-Chief. The Guest Editor(s) are expected to work collectively throughout the process. In particular, a collective evaluation by all Guest Editor(s) is expected of all submitted abstracts, all submissions preliminary to sending out for reviews, and of the revised submissions. In addition, the journal Editor-in-Chief will read through all submissions at these stages.

6. **Contributing Guest Editors.** In the case where a Guest Editor(s) contributes an article to the special issue/special section s/he is editing, the journal’s Editor-in-Chief will be responsible for its evaluation and editing.

7. **Final Authority.** The Editor-in-Chief reserves the right to reject a special issue completely, or reduce it to a less ambitious section, should the quantity or quality of individual manuscripts not be satisfactory.

8. **Correspondence.** All manuscripts and correspondence relevant to the submissions should be copied to the Managing Editor, who maintains the files and monitors the schedule and the production process. The Managing Editor will assist in the formal correspondence with authors regarding revisions, acceptance, or rejections. The template and covering letter for *the* International Journal of Bioprocess and Biotechnological Advancements must be used.

9. **Legal obligations.** The Guest Editor(s) warrant to the Managing Editor and Editor-in-Chief to present for publication only material which is in no way a violation or an infringement of any existing copyright or licence, which contains nothing libellous, of which all statements contained therein purporting to be facts are true, and in which any recipes or formulae or instructions are not injurious to the user.

The International Journal of Bioprocess and Biotechnological Advancements encourages and welcomes open communication and cooperation between Guest Editors and the Editorial Office. The Guest Editor(s) are requested to keep in mind the terms of the agreement and the working procedures outlined by the Editorial Office but should also feel free to ask for information or clarification on procedures throughout the process.

Signature of Guest Editor Name Date

Signature of Managing Editor Mr. Nathan Jordan
Name Date

Signature of Editor-in-Chief Professor Abdel Ghaly
Name Date