

Peer review procedure

As a public institutional academic publisher affiliated to the Université de Reims Champagne-Ardenne, "[Editions et presses universitaires de Reims](#)" (EPURE) only publish books and journals from academic research. Editorial policy is set by series editors assisted by reading committees and outside experts. Series editors ensure the peer review procedure.

Books outside series are submitted to EPURE's Editorial Board. Both types of projects (inside or outside series) are submitted to the editorial's board approval.

There are two procedures:

Book proposals submitted to a series are assessed by the editors of the series. The editors of the series establish the aim and scope of the series. They assess the manuscript according to those criteria. If the manuscript is in adequacy with the editorial aim and scope of the series, the editor of the series sends the document to one or two reviewers. The series editor sets a list of several scholars specialized in the topic who could peer review the manuscript. The manuscript undergoes a single or double peer review process realized by at least one or two French or international expert(s), chosen by the issue's or series' editors. If modifications are necessary, the manuscript may be sent back and forth between author(s) and reviewer(s) via the editor(s) until the potential acceptance of the article. The final draft approved by the Editorial Committee of the series is sent to EPURE. If the editor of the series is involved in the submitted issue (as editor or contributor), the peer review procedure is fulfilled by EPURE's Editorial Board.

Book proposals submitted to EPURE outside a series are assessed by EPURE's Editorial Board. The edition project holder fulfils a form and sends the entire record to EPURE. This record includes table of contents, contact and affiliation of each contributor, summary and technical features. Complete files are considered by the Editorial Board. If the book is in adequacy with our editorial policy and approved by the Editorial Board, the full manuscript (if/when ready) is assigned to one or two reviewers for further expertise – the number depending on the subject of the work. Every manuscript is peer reviewed, single or double, depending on what is applicable in the field.

The peer review procedure is coordinated by the Editorial Board.

Criteria for assessing editorial quality

- Writing quality
- Overall consistency of the manuscript
- Originality of the subject
- Contribution to the state of research in the area concerned
- Adequacy with research topics at Université de Reims Champagne-Ardenne
- Target audience