

# 《马来西亚华人研究学刊》 学刊编辑流程

## 1. 稿约或征稿

本专号/本期征集稿件发布：稿约。若无专号，则开放投稿或个别约稿。

## 2. 初选及淘汰

由当期特约主编或执行主编组成一选稿小组，建议各篇审查人。来稿可随交随审。

## 3. 双盲同侪审查

按建立的学刊审查人名单送审：每篇两位匿名审查人，1个月为限。审查结果两边都通过，并无需修改，即正式录取出版。

## 4. 审稿意见分歧之裁决

当审查意见出现分歧（如一正一反）或要求有条件修改时：

- **编辑决策：** 主编可考虑邀请第三位审查人进行裁决、要求作者提供详细答复，或由主编投下决定票以支持通过与否。
- **修改通知：** 主编将审查意见掷回给作者，要求进行修改或回应。
- **退稿：** 若作者拒绝修改，或在不认同审查意见的情况下未能提供清楚且合理的理由，稿件将被退回。
- **录取：** 若作者认同审查意见并进行修改，主编将基于修改后的稿件决定是否录取（视情况可进行或无需进行第三轮审查）。

## 5. 编审时限与出版程期

- **投稿截止日期：** 本刊全年接受投稿，并依据审查及编辑作业的完成进度，依序安排出版。
- **编审时限：** 自接到投稿到审查完毕，整个编审流程目标在3个月内完成。
- **出版时间：** 本刊为半年刊，上半年刊于8月份出版，下半年刊于次年2月份出版。

*Journal of Malaysian Chinese Studies*  
**Editorial Workflow & Standard Operating Procedures**

### **1. Call for Papers & Submission**

The Journal releases a call for papers for specific themes (Special Issues) or accepts general submissions on a rolling basis.

### **2. Preliminary Screening**

Upon receipt, manuscripts undergo an initial screening by the Special Issue Editor or Executive Editor. A selection group may be formed to recommend potential reviewers. Manuscripts are processed and reviewed on a rolling basis immediately upon submission.

### **3. Double-Blind Peer Review**

Manuscripts passing the initial screening are sent to **two anonymous reviewers**. The review period is limited to **one month**. If both reviewers recommend acceptance without revisions, the manuscript is officially accepted for publication.

### **4. Decision Making on Conflicting Reviews**

If the reviews are split (one positive, one negative) or require conditional revisions:

- The Editor may seek a **third reviewer**, ask for an author's response, or cast a deciding vote.
- Review comments are sent to the author for revision.
- **Rejection:** If the author refuses to revise or disagrees with the comments without providing a clear and valid justification, the manuscript will be rejected.
- **Acceptance:** If the author agrees to revise, the Editor decides on acceptance based on the revised manuscript (with or without a third round of review).

### **5. Timeline and Publication Schedule**

- **Submission Deadlines:** Submissions are accepted year-round and will be scheduled for publication based on the completion of the peer review and editorial process.
- **Processing Time:** The entire editorial and review process, from the receipt of submission to the completion of the review, is targeted to be completed within 3 months.
- **Publication:** The Journal is published semi-annually in August and February.

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