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EDITORS

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Submission of manuscript

- electronically, in doc(x) format, to slh@btk.elte.hu
- in compliance with the *Code of Ethics*



Feedback about the manuscript's reception



Checking the manuscript

- in terms of content and length requirements,
- with regard to compliance with the Code of Ethics



Peer-review of manuscript



Anonymised reviews are **sent to the editors**

Based on the reviews, **decision** on whether the manuscript is

- accepted
- accepted with revision, or
- rejected



Informing the author(s) about the decision via email, with the reviews attached

In case the manuscript is accepted, **it is updated**

- on the basis of the reviews,
- in accordance with the Style Sheet

Submission of updated manuscript via email along with a response to the reviews (when the latter is not included in the manuscript itself)



Decision on acceptance of the updated manuscript; **preparation of the text for publication** (editing, proofreading, page-setting)



Returning of publication-ready document for approval by the author

Checking and approval of publication-ready document



The paper is finalised for publication



THE PAPER IS PUBLISHED