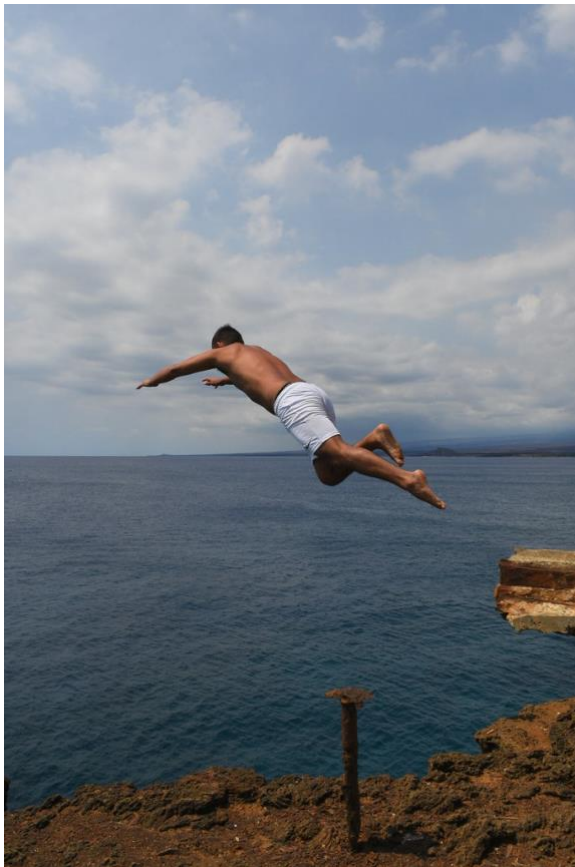


You've Submitted your Work – A Longer Guide



So, you've submitted your article to Slovo, what happens next?

Well, hopefully first you get a good break! While you do, the editorial team will read through all the submissions. We are looking to see if your article is a good fit for Slovo. As we are so interdisciplinary, we are mainly checking if it is relevant to the region. We are also deciding if we think it is an acceptable standard for publication. That means: your work is situated in the wider research, you are writing for a scholarly audience, and that you have a clear argument. We have a full guide on publishing with us [here](#) which explains what we will be checking. This process will take us a couple of weeks.

There are two options at this stage. We might contact you to explain why it hasn't been selected. If this is the case, you can decide whether to change your article and resubmit or try and submit it to another journal. If we're happy with your article though, we will then move forward to peer review. You won't get a notification until the peer review process is done, so do not worry if you have not heard from us.

If you've submitted something other than a research article (a review, a translation, poetry...), it's the same process but you won't go through peer review. However, that does mean it may be a while before we contact you as we have to start the peer review process

for the longer research articles before we can look at the other areas.

Peer review

We will contact academics working on your topic to ask them if they would be willing to peer review your work. This process will take several weeks, so do not worry if you haven't heard from us - it may just mean that it's been harder to find the right person for your article. They provide feedback, to help you develop your work and identify any issues before it's published for a wide audience. They will then say if the work needs major or minor revisions, which just indicate the level of work you'll need to do. It's very rare to not get any revisions - we all need to improve in some way!



Minor revisions

This means that you're close to the standard required for publication. There are just a few areas - to do with content and/or writing style - that you need to improve on. All you need to do is demonstrate in your revised article that you have taken these comments on board, and you will be in with a high chance of making the issue.

Major revisions

This means that there are issues with your structure or the premises of your work. It doesn't mean that your article is rubbish - it just means that you may have missed some things or that your argument is weak in certain areas. This is a great chance for you to really consider your argument and intentions for your article. Major revisions may mean that it won't be published in the current issue, but you'll have more time to work on it and it can be published in the following issue when you have successfully incorporated the changes suggested.

We are very grateful to everyone who reviews for us as they do it free of charge, often carving out time in already busy schedules. Our reviewers get no acknowledgement for this due to the double blind system, so it's an act of great generosity. They're doing it because they want to help you.

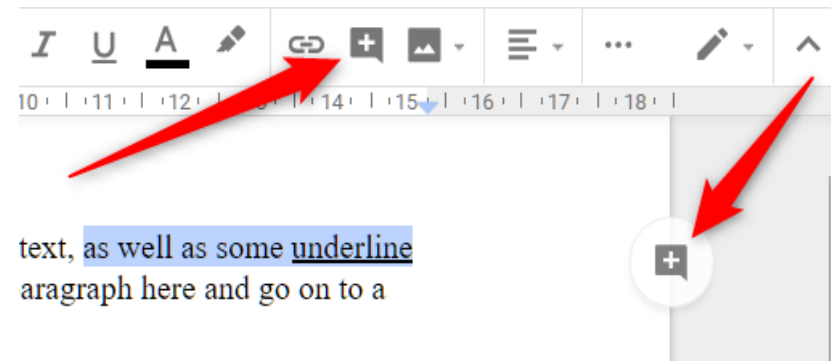
It can feel demoralising to get criticisms on your work when you have worked so hard. But remember, this is positive! Better to iron out any issues now, rather than have criticisms published publicly later! People are providing you with feedback because they think you have the capacity to do better. It's a chance for you to make sure that the reader gets the best version of your work.

Your edits

You will then get sent the reviewers comments. This can vary in format - sometimes reviewers will just write an overview of their feedback and sometimes they will also make changes to the text itself.

How to make your edits:

- Make a list of their comments in a table. That makes it feel less overwhelming. Then as you go through, write a comment for each saying how you've met the changes.
- If it's small edits, highlight the changes you've made so it's easier for the editors to see.
- Upload your new article, with the table of changes. That makes it easy for our editors to see that you have taken on board the feedback and will speed up the next steps.



Editorial Team edits

Now it's back to us! The Editor responsible for your article will go through your document and check that you have responded to the feedback from reviewers. This is where the time you have taken to highlight your changes will really pay off. That means we can go through your work much more quickly and you won't be waiting long. If we have to check everything individually, it will take us much longer.

We will then also go through and comment on language. Peer-reviewers are particularly focusing on your argument, but we are looking at the text itself - is it clear, is there any possibility for misunderstanding, are there long sentences that might lose your reader... We want to help you make sure your reader finds your article easy to follow.

We will send our comments back to you with 'tracked changes'. The goal is to ensure your article is readable, consistent, and grammatically correct, while always conserving your voice. These edits are only suggestions - there's no need to accept every change that the editor makes, but do explain why you are not.

Copy-editing

This is the final chance to catch any embarrassing typos!



Typesetting

This just means formatting your article so it looks like our other articles. Slovo has a house-style for typesetting too - [here](#) are some examples of our typeset articles. To make it easier for our typesetters to format your article, please ensure that you follow the MHRA style guide and Library of Congress System of Transliteration, and that you have permission for all the images you have reproduced.

Launch!

This is your opportunity to celebrate all your hard work, get your article (and your name!) out there, and meet like-minded people in the field. Invite your friends, family, and colleagues, to come and hear about your work and share in your success. We love to see a wide range of faces there!

Our media team are in charge of getting your article seen by audiences who wouldn't necessarily come across it automatically. We will publicise your work on our social media channels - [Facebook](#), [Twitter](#) and [LinkedIn](#) (Instagram account coming soon!). We make sure our content is accessible to as wide an audience as possible by adding Alt Text to our posts.

We also offer all our writers the opportunity to be interviewed - a great way to put your research into context and tell us a bit about your future projects. Social media is also ideal for bringing past articles back to the surface whenever there is renewed interest in your research area, ensuring that your hard work stays part of the conversation.

We're here to help!

We hope that has helped you understand the process. Still have a burning question? Feel free to message us on Twitter or fill out a form on our [website](#).

