Editorial Policies

Editorial Objectives
4A JOURNAL is the international, peer-reviewed journal devoted to research in the broad field of medical and biological sciences. Within this broad framework the journal seeks to provide a forum for experts. This journal provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge. The journal registered in the ISSN Register (the world catalogue of serials and continuing resources, taken from the ISO standard 3297 which defines the ISSN and its uses). Articles in this journal have undergone a rigorous peer review system, based on initial editor screening and involving in-country and international refereeing, ensures that articles meet the standards of quality.

Peer Review Process
All articles submitted to 4A JOURNAL are initially assessed (in-house screening) by the Managing Editor for overall suitability for the journal. If an article is deemed suitable it is assigned to an Editorial Board Member (Section Editor) who scrutinizes the article even more closely, who decides whether or not the article is suitable for peer review. Submissions considered suitable for peer review are assigned to one or more independent experts, who assess the article for clarity, validity, and sound methodology. If the section editor feels that the article is not yet ready for peer-review, (s)he sends it back to the Author with an explanation of why the article is not ready and what might help it to be more suitable for the journal. 4A JOURNAL operates the peer review process which is expected to take period around 10 to 40 days. Reviewers are asked to provide formative feedback, even if an article is not deemed suitable for publication in the journal. Reviewers will be asked to consider whether or not the submission is suitable for the 4A JOURNAL audience. Based on the reviewer reports the section editor will make a recommendation for rejection, minor or major revisions, or acceptance. If major revisions are requested, then re-submitted files will be sent for a second round of review. Overall editorial responsibility rests with the journal’s Editor-in-Chief/Managing Editor, who is supported by an expert, international Editorial Board. Reviewers will make one of four recommendations:

- **Accept submission**: no revisions are required other than those that would normally be carried out during the copy-editing/proof-reading process.
- **Revisions required**: the submission would be acceptable for publication if minor revisions were made as outlined in your reviewers comments. The editorial team will be responsible for checking that the revisions have been completed satisfactorily.
- **Resubmit for review**: the submission is relevant for the 4A JOURNAL audience and has the potential to be of publishable quality. It requires major revisions and should be resubmitted for review.
- **Decline submission**: the submission is unfortunately not relevant for the 4A JOURNAL audience.

Following Publication
4A JOURNAL review process usually takes 5-40 days, depending on the number of papers available for review. Based on the recommendations of the reviewer, as well as consultation between relevant Editorial Board members the Managing Editor then decides whether the paper should be accepted as is, revised or rejected. The authors will receive an unsigned copy of the referees’ reports and editor's pen. Acceptance and rejection notification will be sent to all authors. The editor may make use of Grammarly and Paperrater software for checking the originality of submissions received. Once accepted for publication, the corresponding author is encouraged to send the final version of the manuscript. Authors should submit only papers that have been carefully proof read and polished. Before submission please make sure that your submission is prepared after proofreading and grammar checking according to editor’s pen. This will ensure fast processing and publication.
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