

## EDITORIAL REVIEW PROCESS

*TuftsScope* employs a rigorous review process for all papers, commentaries, and other submissions to the journal. The Editorial Board uses a three part approach in reviewing submissions:

### **I. Initial Review**

- Articles are assembled and reviewed by the Acquisitions Editor, who then presents them to the entire Editorial Board. Articles are placed into appropriate categories.
- Articles are divided among the Editorial Board with each editor receiving a set amount of articles to explicitly review. Editor's use a standardized rubric to assess the quality of the paper and references. All editors review articles and provide commentary on them. Faculty board members receive articles for review and provide reviews on articles.

### **II. Secondary Review**

- Editors meet for a second time to review articles, with presentations by editors of their assigned articles. Faculty suggestions are assessed alongside with the editor's review. The Editorial Board then votes on a subset of articles for final review based upon the assessment of faculty, editors, and the Editorial Board.

### **III. Final Review**

- Generally papers that reach the final review will be published in the journal. Papers are edited individually by selected editors for style, grammar, and length. Submissions are standardized into the *TuftsScope* publication format.
- Some papers selected for final review are not published due to a variety of reasons, including decisions to delay publication for the next issue, faults found during final review, etc.

***TuftsScope* maintains the confidentiality of all editorial assessments and decisions.** As of 2009 *TuftsScope* has implemented a double-blind review process. The selection process for all submissions is "free from discrimination based upon gender, race, religion, sexual orientation, ethnic group, or national origin in accordance with the non-discrimination policy of Tufts University." The Editorial Board believes in providing the undergraduate community with a quality academic publication that is published and reviewed via a ***fair, rigorous, and efficient process.***

**In order to provide the best review process possible, considerable time is spent on evaluating and considering papers for publication.** In the end, the Editorial Board selects papers both for the quality of the arguments made, as well as for article's contribution to the *TuftsScope* mission of the interdisciplinary study of health, ethics, and policy. The Editorial Board wishes you the best in the selection process and hopes to read your submission soon.

#### **Editorial Note**

The Editorial Board reserves the right to changes policies described within this discussion for its Review Process. All aspects of the review process are not detailed in this discussion. The Board does **not** provide statistics regarding the number of submissions received or the nature of the submissions.