AJPS FAQs

WHAT ARE THE STAGES OF THE MANUSCRIPT PUBLISHING PROCESS?

The manuscript publication process follows **10 main stages**:

1. **Manuscript Preparation** - Writing and formatting according to journal guidelines
2. **Submission** - Submission sent to contactajps@ame.edu.lr
3. **Initial Editorial Check** - Scope, compliance, and ethical standards review
4. **Peer Review Process** - Expert evaluation by 2-3 reviewers
5. **Editorial Decision** - Accept, revise, or reject decision
6. **Revision and Resubmission** - Author responses and manuscript updates
7. **Final Decision** - Final acceptance or rejection
8. **Copyediting and Typesetting** - Professional editing and formatting
9. **Publication** - Online and/or print publication with DOI assignment
10. **Post-publication** - Promotion, citation tracking, and corrections if needed

HOW DO I SUBMIT MY ARTICLE?

Submit as attachment to **contactajps@ame.edu.lr**

WHAT TYPES OF ARTICLES WILL THE JOURNAL ACCEPT?

The journal accepts various types of scholarly work:

- **Original Full-Length Research Articles**
- **Reviews**
- **Short Communications**
- And more article types

For detailed information about specific article types and requirements, please refer to the journal's Guide for Authors.

WHAT ELECTRONIC FILE TYPES CAN I USE TO SUBMIT MY ARTICLE?

We **only accepts article submissions in MS Word format**.
For more specific details about file formatting and requirements, please refer to the journal's Guide for Authors.

HOW LONG WILL IT TAKE TO PEER REVIEW MY MANUSCRIPT?

We aim to offer a **fast publication process** than traditional journals without compromising peer review quality:

- **Initial Review:** Most manuscripts undergo the initial editorial review within **10 days**
- **Complete Review Process:** This typically takes **30–50 days**
- **Publication:** Accepted articles are published online within **20 days,** depending on the author's response rate.

CAN I SUBMIT MY MANUSCRIPT EVEN THOUGH IT HAS BEEN PUBLISHED ELSEWHERE?

We only accept original articles. Manuscripts that have already been published elsewhere will be rejected. However, if you have other **unpublished work**, it is welcome for submission to AMEU Journal of Pluridisciplinary Studies.

WHEN SHOULD I SUBMIT MY PAPERS? ARE THERE ANY DEADLINES?

You may submit your manuscript at any time. There are no specific submission deadlines. Once your manuscript has successfully passed peer review and is accepted, it will be published in the upcoming issue.

WHAT IS THE NEXT STEP AFTER MY ARTICLE ACCEPTANCE?

Congratulations on getting your article accepted! 🎉
The next steps follow this sequence:

1. ✅ **Acceptance Notification** - Official acceptance email with next steps.
2. 📝 **Open Access License Agreement** - Sign the license agreement.
3. ✍️ **Copyediting and Proofing** - Professional editing and galley proof review (you'll have a few days to return corrections).
4. 💳 **Payment of APC**.
5. 🗓️ **Online First/Early View** - Online publication with DOI assignment.
6. 📰 **Final Publication** - Assignment to specific volume and issue with database indexing.

WHAT IS OPEN ACCESS?

Open access refers to providing **unrestricted online access** to peer-reviewed scholarly journal articles. This approach is increasingly applied to:

- Scholarly journal articles
- Scholarly monographs
- Book chapters

By offering free online access to content, the journal enhances visibility, potentially attracting a **wider readership** and **increasing citations** for articles published in the AMEU Journal of Pluridisciplinary Studies.

ARE THERE ANY ARTICLE PROCESSING CHARGES (APC) FOR THE JOURNAL?

Yes. The journal charges an APC (Article Processing Charges) of $50. In addition, first or corresponding authors affiliated with African Methodist Episcopal University (AMEU) are eligible for a 40% discount on the APC.
The journal is supported by local donor:

- African Methodist Episcopal University (AMEU)

CAN I RECEIVE THE PROOF OF MY ARTICLE BEFORE PUBLISH?

After acceptance, the author will receive the uncorrected proof of the article for proofreading and typesetting corrections. The author should then submit their requested corrections (where necessary) via email.

WHEN MY ARTICLE AVAILABLE ONLINE?

Once the editorial team receives the author's proofreading corrections, the necessary changes will be made promptly. The article will then be published within few days, initially appearing in the Articles in Press section of the journal's website. It will subsequently be included in an upcoming issue of the journal.

CAN I STILL MAKE CORRECTIONS TO MY ARTICLE AFTER IT HAS BEEN PUBLISHED?

Once the article is published, no further corrections can be made, as it will already be available online and indexed in various databases.

CAN I PROVIDE WITH A PDF FILE OF MY ARTICLE?

Yes, AMEU Journal of Pluridisciplinary Studies publish articles as Open Access. Anyone can download the PDF version of an article from the journal's individual archive pages at any time, free of charge.

HOW CAN I ORDER OFFPRINTS OR PRINT COPY OF JOURNAL ISSUE?

The printed version of a specific journal issue can be requested by contacting the journal's Managing Editor via email. To receive a hard copy, payment is required. Payment details will be provided in response to your request. Hard copies are available not only to authors but also to anyone from academia or industry.

HOW CAN I PUBLISH SPECIAL ISSUE IN AMEU JOURNAL OF PLURIDISCIPLINARY STUDIES?

You can find the online application form under the "Publish a Special Issue" tab, available in any of the main menu sections. Please complete the form, and all further communication will be handled by the publication office.