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Lexicographica – Peer Review Policy

The international annual *Lexicographica* is based on a single-blind peer review process:

Submission

Articles for the thematic part are submitted at the invitation of the editors of the respective volume and peer-reviewed as described below.

Articles for the non-thematic part as well as contributions for other sections (reviews, reports, Lexicography in Higher Education) are submitted usually on the initiative of the respective authors. If the editors of the annual agree that the contribution may be acceptable for publication in *Lexicography*, the peer review will be initiated.

Review

The content and form of all submitted articles for the thematic and non-thematic part are single-blind peer reviewed by usually two referees, i.e. reviewers are aware of the identity of the author(s), but author(s) are unaware of the identity of the reviewer(s). There are at least two or more reviewers for the total number of articles in each issue.

Articles for the thematic part are reviewed by two of the editors of the respective volume. Articles for the non-thematic part are reviewed by two of the six editors of the annual. If required, external experts are involved.

The peer review of the articles takes approximately four to six weeks.

Revision

Based on the reviewers' evaluations, the editors of the volume (in case of thematic contributions) or the editors of the annual (in case of non-thematic contributions) decide and communicate it to the author(s) whether – and under which conditions – the contribution may fulfil the qualifications for being published in *Lexicographica*.

In case revisions are necessary, all the evaluators' suggestions and queries must be taken into consideration and the author must document his or her reactions to them. The final decision on the publication of a contribution will be taken after resubmission of the revised manuscript.