IAS Journal Editor role description

The IAS Journal Editor will be responsible for producing the IAS Journal. In the course of this their duties will include:

-Communicating with individuals who submit manuscripts for publication in a timely manner.

-Ensuring all manuscripts for publication conform to the guidelines, and that the writer has used the correct type of manuscript for their work, e.g. technical report, case study, etc.

-Deciding whether to accept a manuscript or to reject it, or to ask for revisions.

-Formatting the Journal and producing it as a PDF file to appear on the Website once sufficient manuscripts have been received.

-Attending Council meetings twice yearly and reporting on the current state of the Journal.