

ASPRS Journal Policy Committee

The Journal Policy Committee (JPC) is responsible for matters dealing with publication of *Photogrammetric Engineering & Remote Sensing (PE&RS)*. The JPC reports to the Executive Committee of ASPRS. The Committee also serves as a review board for complaints lodged by authors about the handling of manuscripts and if necessary, acts as the final arbiter regarding the acceptability of papers for publication.

Editors

Alper Yilmaz serves as Editor-in-Chief and Dr. Jie Shan is Assistant Editor. The JPC may also appoint other editors including editors to handle book reviews, software reviews, and special columns (e.g. Grids and Datums).

Reviewers

The Editor-in-Chief selects reviewers for manuscripts submitted for peer review. He/she is responsible for insuring that there are no conflicts-of-interest between reviewers and authors of submitted manuscripts. The names of individuals serving as reviewers in a calendar year will be published at least once per year in *PE&RS*.

Manuscript Review Process

The manuscript review process is double-blind. That is reviewers are not informed of the names or affiliations of authors and authors are not provided with the identities of reviewers. It is our objective to ensure that all reviews are conducted strictly on the merits of the manuscript. The goal of the manuscript review procedure is to complete the review process within 30 days from date of receipt of manuscripts. All manuscripts submitted for review are considered confidential. The procedure for review is outlined below:

(1) Authors submit manuscripts to the Editor-in-Chief (See **Instructions for Authors of Peer-reviewed Articles** for more information.)

(2) The manuscript is assigned a tracking number (e.g. 09-001) and sends a letter of acknowledgment to the corresponding author by electronic mail.

(3) The Editor-in-Chief selects a minimum of three reviewers who are known to have expertise in the subject-matter of the manuscript. Prospective reviewers are contacted and provided (via e-mail) a copy of the abstract of the manuscript. Persons who agree to undertake reviews are emailed the manuscript and the review form.

(4) The reviewer will receive an email before the deadline. The first email will be sent two weeks before and the second email will be sent one week before the deadline.

(5) Reviewers are asked to make one of the following recommendations:

- Final acceptance - accept the paper without modification
- Conditional acceptance - accept the paper subject to minor revision
- Minor revision - reject the paper but inform the author that the paper will be reconsidered if it incorporates mandatory minor revisions.

- Major revisions - The paper requires significant changes before it can be published.
- Reject - reject the paper. The paper will not be reconsidered.

(6) After all reviews are received the Editor-in-Chief will judge the acceptability of the manuscript and forward the consensus recommendation and reviews to the author(s) via email. The decision will be either to:

- accept the paper without modification (or with minor non-mandatory modification)
- accept the paper *conditionally* (subject to mandatory revision and subsequent review by the Editor)
- reject the paper but inform the author that the paper will be reconsidered by the panel of referees if it incorporates mandatory revisions
- reject the paper (the paper is significantly flawed and will not be reconsidered).

(7) If a manuscript must be revised prior to acceptance or reconsideration by reviewers it will be returned to the author with reviewers' comments and a request to complete the revision within 30 days of receipt by authors. The Editor-in-Chief may recommend a paper for more than one revision; however, such a decision will consider the degree of effort necessary from authors to bring the manuscript to acceptable standards.

Revision submission requires response to each reviewer being provided in the following format:

- All additions made to the paper must be in red colored text
- Author must address each reviewers comment
- Author must indicate how each comment was addressed
- Author must state the line and page number where the comment was address/change was made.

(8) Manuscripts returned to authors for revision must be returned within:

- Major revision should be completed by the author and returned in three weeks
- Minor revision should be completed by the author and returned in 10 days
- Conditional accepted should be completed by the author and returned in one week

. If manuscripts are not revised and resubmitted within the appropriate time frame the manuscript will be withdrawn from the review process.

Contact for Additional Information

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