

Paper Review Guidelines

Article 1 (Objectives)

The Paper Review Guidelines shall aim to stipulate the matters associated with the review of the papers submitted to the Journal of the Korean Institute of Power Electronics (KIPE).

Article 2 (Submission)

Papers shall be submitted through the website of KIPE. The chair of editorial board shall examine if the paper contribution rules are properly observed. If a paper fails to meet the requirements, the reasons for the rejection are stated, and the paper is returned back to the corresponding author under the name of the chair of the editorial board, or a revision is asked. The papers which meet the requirements are numbered, and the acceptance of the paper is notified to the corresponding author.

Article 3 (Assignment of Editorial Board Member)

The chair of editorial board shall assign an editorial board member for a paper which meets the related requirements.

Article 4 (Nomination of Paper Reviewers)

The editorial board member shall nominate three paper reviewers and notify them to a bureau. Then, the bureau shall ask the reviewers to review and evaluate papers.

Article 5 (Review Report)

- ① The paper reviewers shall complete paper review and evaluation within the designated period.
- ② If more than two review reports are received during the evaluation, the bureau shall notify the detail to the editorial board member.
- ③ Unless a review report is submitted within the evaluation period, the editorial board member shall urge the paper reviewers to speed up the review and evaluation process.

Article 6 (Judgment of Evaluation)

The editorial board member shall collect the results of the paper review and make a judgment. Then, he/she shall report the results to the chair of the editorial board. The results shall be judged as follows:

- ① In case of 'Publishable,' the paper shall be chosen as it is without revision.
- ② In case of 'Publication after Revision,' once the paper is revised by the author, the editorial board member shall examine revision and decide if it should be published or not.
- ③ In case of 'Reevaluation after Revision,' the author shall correct the problems detected by the paper reviewers. Then, he/she shall have a contributor's opinion attached and submit the paper to the paper reviewers for reevaluation. In principle, however, paper review is allowed just once (in case of URGENT paper) and up to twice (in case of general papers) only. The number of paper evaluation shall be decided by the editorial board member.
- ④ In case of 'Non-Publishable,' the papers shall be rejected.

Article 7 (Notification of Result of the Evaluation)

The chair of the editorial board shall notify the result of the paper evaluation to the corresponding author and have him/her take a necessary follow-up action.

Article 8 (Restriction on Evaluation)

Those who are listed as one of the authors of the submitted papers shall NOT engage in the paper evaluation. For the paper submitted by the chair of the editorial board, a vice chair shall act as the chair.

Article 9 (Intervention of Submission of Documents)

If there is an inquiry or request for submission of documents from the paper reviewers, the editorial board member shall have it properly taken care of.

Article 10 (Miscellaneous)

The matters not stipulated in the Paper Review Guidelines shall be stipulated by the editorial board.

Supplementary Provisions

1. The Paper Review Guidelines shall become effective on October 1, 1998.
2. The partial amendment of the Paper Review Guidelines shall begin on November 10, 2012.