

## Submission Guidelines

All proposals must include:

- Title / Subtitle
- Author and affiliation
- Keywords (3-5 words)
- Abstract of the chapter and how is it related to the book themes (400-800 words)
- Name and Email of three reviewers that are suggest by the author. Please send a very short explanation why those are suggested.
- All proposals and submissions should be submitted in English.

Upon submitting the proposals, the authors consent to this publication and malpractice statement if selected. Please send your submission to:

[Lorenzojavier.torres.hortelano@urjc.es](mailto:Lorenzojavier.torres.hortelano@urjc.es) and [book@theylive.eu](mailto:book@theylive.eu)

### Peer Review Process

Authors can submit no more than one article. For quality assurance purposes all proposals for chapters will be reviewed by the three co-editors of the book. And the final manuscript will be peer-reviewed by a relevant European academic publisher.

The co-editors will evaluate every submitted chapter and we will inform each author individually when their proposal is selected. If a manuscript does not meet the required formal or academic criteria or if the topic and content of a proposal clearly do not fit in with the book, it will be directly rejected. Authors are informed of this approximately four weeks after submission of the proposals.

When a proposal be selected the author will have until 15<sup>th</sup> September 2021 to finish and deliver the chapter. After this, we will follow a standardized reviewing procedure, including quantitative and qualitative aspects. Chapters might be accepted, subjected to revisions, or rejected. This process can take up to two months.

The revised manuscripts are then resubmitted to the publisher for peer-reviewing. The second reviewing should not take longer than two more months. The authors are then informed about the decision on the definitive acceptance of the manuscript; last small changes may be requested.

Review criteria are:

- conceptual quality of the manuscript
- soundness of methodology
- precision of objectives
- academic importance of the topic
- significance of research approach
- relevancy to the overall structure and objectives of the book
- readability (presentation, stylistic form)