

# Manuscript Review Policy

(January 1, 1992, establishment)  
(February 20, 2002, amendment)  
(June 17, 2001, amendment)  
(June 19, 2008, amendment)  
(May 28, 2009, amendment)  
(February 1, 2015, amendment)

1. Examination and adoption of the paper (research paper, review) according to the present provision of the Membrane Society of Korea (Membrane) (hereinafter "Journal"). "Notes" and "comments" are also deal with paper
2. The manuscript review will be evaluated by 3 reviewers. The reviewers are classified and recommended by an editor-in-chief, appointed by the editors, and the list of the reviewers shall not be revealed. The qualifications of the reviewers are an executive instructor and a senior researcher in research institute above and others shall have the same qualification as the ones above.
3. All manuscripts shall be published through the review process whether the manuscripts will be accepted or rejected, and the editor will make the final decision about the revision.
4. The review result shall be classified into 3 categories including "Accepted", "Review after revision", and "Rejected."
  - (1) The "Accepted" manuscripts shall be classified into "No revision" and "Accepted after revision." The "No revision" manuscripts shall be accepted without editing. The "Accepted after revision" manuscripts shall be accepted by confirmation of an editorial director after making correction about the reviewer's comments by authors.
  - (2) The "Review after revision" manuscripts shall be reevaluated by an executive director after making corrections to the reviewer's comments by the authors.
  - (3) If the paper does not match the paper submission provisions, it can be processed as a "reject".
5. The contents of the review shall be informed to the author and shall not be revealed.
6. If the reviewers admit that the contents of the manuscripts belonged to any category, it will be classified into "Rejected" and the reason will be pointed out in the detail of the review comments.
  - (1) If the manuscripts does not have originality
  - (2) If the contents of the manuscripts are not reasonable
  - (3) If there is no significant difference between the results from the author and others
  - (4) If you do not have submitted paper received the modification request even after the 6 months
  - (5) Other reasons if the manuscripts are not proper to publish in this journal
7. If the manuscripts are not following the review policy, an editorial director would not allow the submission. Also, if the 1<sup>st</sup> author and corresponding author is not a member of the Membrane Society of Korea, an editorial director would not allow the submission.
8. If the submitted manuscripts have contextual and grammatical defects and there are difficulties in interpretation, an editorial director or reviewers could ask a correction to the author or resubmission after being translated into Korean.
9. If only a reviewer of the 3 reviewers evaluated into "Rejected", it is finally evaluated as the "Review after revision" and advised to resubmit as a revised manuscript to the author. If 2 or more reviewers of the 3 reviewers evaluated into "Rejected", it is finally reported as the "Rejected" to the author and asked to resubmit.
10. The reviewers should evaluate the appointed manuscript within 15 days after the review request and should send the review result and review comment to the Membrane Society of Korea with the manuscript.
11. This society shall send the copy within 7 days after receiving the review result of the reviewers.
12. When the reviewers are appointed, they are possible to payis possible to pay. The review fee is set every year in the board meeting by recommendation of the editorial director.
13. This society should notify the proposed publication information to the author of the "Accepted" manuscript within 10 days after the completion of the evaluation.
14. The policy will be effective from January 1, 1992.

## Manuscript submission information

The manuscripts (research articles, review articles, notes, and comments) to be submitted in this journal should follow the manuscript submission guideline, and it is expected to be submitted to the website ([www.membrane.or.kr](http://www.membrane.or.kr)) online. The manuscript submission should be made by the 1<sup>st</sup> author or corresponding author, and the author submitting the manuscript should register as a member when they submit a manuscript. Therefore, please register as a member on our website.

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