

Mirabilia Journal



Mirabilia/MedTrans

Editorial Policies

Focus and Scope

Mirabilia Journal is an online external peer-review international journal which provides articles, documents and academic reviews produced by scholars of the ancient and medieval worlds. This publication is devoted to the concept of Cultural History, which is expressed in the relationship between History and other fields of knowledge. In its studies, *Mirabilia Journal* focuses on the literary, religious, philosophical, and artistic aspects of those areas and their relationship in time and space.

Mirabilia/MedTrans is an online external peer-reviewed international journal supported by *Center for Catalan Studies* (University of California, Santa Barbara) which provides a forum for strictly original articles, documents and academic reviews produced by scholars of the Mediterranean and transatlantic approaches to the culture of the Crown of Aragon.

Section Policies Editorial

Issues and Articles ☑ Open Submissions ☑ Indexed ☑ Peer Reviewed

External Double Blind Peer Review Process Initial manuscript evaluation

The Editors first evaluate all manuscripts. Those rejected at this stage are insufficiently original, have serious scientific flaws, have poor grammar, or use of language, or are outside the aims and scope of the journal. Those that meet the minimum criteria are passed on to at least 2 experts for review.
Authors of manuscripts rejected at this stage will be informed within 2 weeks of receipt.

Type of Peer Review

This journal employs external double-blind reviewing, where both the referee and author remain anonymous throughout the process.

How the referees are selected

Referees are matched to the paper according to their expertise. We welcome suggestions for referees from the author though these recommendations may or may not be used.

Referees' reports

Referees are asked to evaluate whether the manuscript:
- Is original
- Is methodologically sound
- Has results which are clearly presented and support the conclusions
- Correctly references previous relevant work

Referees are not expected to correct or copyedit manuscripts. Language correction is not part of the external double blind peer review process.

Final report

A final decision to accept or reject the manuscript will be sent to the author along with any recommendations made by the referees and may include verbatim comments by the referees.

The Editors' Decision is final

Referees advise the Editors, who are responsible for the final decision, to accept or reject the article.

Editorial Process

The review process of the manuscript will last a maximum of 60 calendar days. After such review, the editorial decision will be communicated to the authors.
All submissions that are reviewed and receive a positive evaluation, but which require modifications (either minor or major), will be returned within a maximum of 15 days. The authors of accepted articles will receive the printing proofs for correction by e-mail before final publication. The corrected versions must be returned to the journal's editorial team by email within 72 hours of their receipt. The Editorial Board will only accept corrections regarding spelling or punctuation of the content of the previously evaluated original manuscript. Once the manuscript has been accepted, the final version for publication must be returned with all proposed changes.

Open Access Policy

This journal provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge.

Review Guidelines

Introduction

The External Reviewers Board is an essential professional body that guarantees the excellence of our academic journal. They belong to a multi-disciplinary and international community of experts.
The key issue when selecting the articles with the greatest impact for the academic community is the evaluation of the manuscripts by international experts.
All reviews undergo the internationally standardized double-blind peer review that guarantees the anonymity of the manuscripts.

Criteria for accepting/rejecting reviewed manuscripts

Mirabilia Journal request the collaboration of the external reviewers in order to facilitate the communication with the authors of the manuscripts. In any case, the acceptance of the manuscripts must be linked to:

- Reviewers' time availability. Evaluating requires time and implies a thorough reflection of many issues.
- Knowledge and expertise in the field. Accepting the evaluation process implies being qualified in the field of the manuscript.
- Conflict of interest. Referees must declare any conflict of interest and reject the editors' invitation to evaluate a manuscript when, for instance, they identify the authorship of the manuscript, are academically or familiarly close to the authors, belong to the same university, department, research group, thematic network, research project, or any other kind of academic connections.
- Confidentiality agreement. The reception of a manuscript for its evaluation requires an express confidentiality agreement.
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General criteria for the review of manuscripts

- **Relevance of subject.** The topic of the manuscript must be of profound interest to the international academic community.
- **Originality.** Originality and suitability are essential criteria for the manuscript to be selected for our journal.
- **Writing, structure, and organization** of the manuscript should be clear and concise.

Evaluation dimensions

External reviewers should analyse the manuscript profoundly, checking the information provided, revising the research literature that justifies the document, and informing the editors in a quantitative and qualitative way about the convenience or not of accepting the work. For this purpose, they will use the evaluation sheet with the following dimensions:

1. Title, summary/abstract, and keywords (clarity and structure)
2. Relevance of subject
3. Originality of the work
4. Literature review. Relevance of references. Current literature review.
5. Structure and organization. Writing
6. Analyses and interpretation of data
7. Research results. Progress. Discussion and Conclusions
8. Overall assessment

Ethics

If a reviewer considers that the article is a substantial copy of another work, they should notify the Editors, providing detailed citations of the previous work. **Evaluation Report** Reviewers' comments should be respectful and constructive, and they should not include personal data. In this sense, the partial assessments regarding some content and formal aspects should consider the following evaluation criteria:

Content aspects:

- Degree of interest and current situation of themes.
- Appropriateness and current situation of the sources.
- Relevance of the theoretical statements.
- Clarity in the presentation of the objectives of the work.
- Relevance of the results and conclusions.

Formal aspects:

- Organization and structure
- Well-balanced extension of sections and adequate content.
- Writing and style.
- Bibliographic references

Categories of classification of a manuscript

- **Accepted with no further revision necessary**
- **Accepted with conditions.** In this case, reviewers should clearly identify what revisions are necessary, listing the comments, and specifying which paragraphs and pages they suggest being modified.
- **Rejected.** Identified deficiencies, that are justified and reasoned with qualitative and quantitative assessment, indicate that the publication should be declined.

Editorial Team Duties

Editor

The Editor is responsible for the institutional representation of the journal. As the Chair of the Editorial Board, she decides on the appointment and dismissal of the Secretary, the members of the Editorial Board, Advisory Board, Scientific Committee and Technical Committee. He is held

accountable for delegating tasks on each of the Committees and dictates which are the general guidelines and overall scope of the journal. She also ultimately decides whether a manuscript will be published to the journal.

Editorial Board

The function of the Editorial Board is to assist the Director and Associate Editors with the definition of the content and style of the journal, providing orientation regarding the manuscript submission guidelines and the design of the journal. They will also monitor the correct reception, assessment and acceptance of manuscripts and be responsible for the correction and revision of the papers' style and methodology if needed. The purpose of the Editorial Board is to guide the Editor in the task of producing a relevant and high-quality publication by giving advice on the most suitable editorial procedures for the journal and to inform the Editor about relevant information that might improve the scientific quality of the journal in any way.