International Indology Graduate Research Symposium (IIGRS)

Guidelines for editing and reviewing the articles submitted for publication in the series Puspikā: Tracing Ancient India Through Texts and Traditions: Contributions to Current Research in Indology.

1. Articles submission

The editors\(^1\) of the planned volume of the series set the deadline for the submission of the articles.

2. First revision made by the editors of the volume

Once the articles are received, the editors distribute the articles among themselves. Each editor is in charge of the first revision of a fixed number of articles. In particular each editor will check (1) the scientific quality of the content of each article, and (2) the uniformity of the style of each article against the stylistic guidelines of the volume.

If an article is in need of minor revisions, this is sent to its author, with whom the requested revisions are discussed.

If the article is in need of major revisions, the editors of the volume discuss together the issue. Once a list of revisions is finalised and agreed upon by all editors, this is communicated and discussed with the author of the article in question.

If considered necessary, the editors can decide to reject articles that do not meet minimum scholarly standards.

3. Blind peer-reviewing

Once the editors are satisfied with the articles and their possible revisions, the articles are sent to blind peer-reviewing. Each article is sent to one reviewer only. The editors ensure that neither the author of the article knows the name of the reviewer, nor the reviewer knows the name of the author of the article.

The members of the Puṣpikā Editorial and Advisory Boards have already agreed, upon their inclusion in the boards, to be available to blind peer-review the submitted articles according to their respective fields of expertise. If an article deals with a topic that lies outside

\(^1\) It is assumed here that each Puṣpikā volume is edited by more than one person. In case a volume were to be edited by a single person, the procedure laid down in this document must be revisited by the members of the Puṣpikā Editorial Board.
the scope of the expertise of the members of the two Boards, the editors of the volume can send
the article to a suitable scholar who is not a member of either Boards, upon agreement with the
members of the Editorial Board. This agreement is required in order to guarantee that the
selected reviewer is a reliable and competent scholar.

The reviewer may suggest minor or major revisions for a given article. The editor in
charge of the article in question evaluate the reviewer's requests and communicate them to the
author of the article, who will be given a fixed amount of time to meet the reviewer's requests.
If the editor of the article in question doubts the value of the reviewer's requests, he/she
discusses the issue with the other editors of the volume. If necessary, a different reviewer may
be selected.

If the reviewer's revisions are accepted in full, the article can move to the next editorial
phase (see section 4) upon discretion of the editor in charge of that specific article.

If the author of the article does not agree with the revisions requested by the reviewer,
he/she can prepare a written response for the reviewer. The editor of the volume in charge of
that article in question ensures that the communication between the author of the article and its
reviewer is fair, anonymous, and conducive to the achievement of scholarly quality. The
exchange of revisions and responses last as long as necessary to ensure that the article is of an
acceptable scholarly quality.

If the author of the article does not intend to revise his/her article according to the
revisions requested by the reviewer, the editors of the volume can decide to reject the article.

4. Preparation of the volume and final check made by the members of the Pușpikâ
Editorial Board

Once the articles are finalised, the editors of the volume take care of preparing a single file
with the draft version of the whole volume. This is sent to the members of the Pușpikâ Editorial
Board for a final check before submission to the publishing house.

The members of the Pușpikâ Editorial Board may suggest revisions concerning both the
content and the layout of the volume. These possible revisions are discussed with the editors of
the volume.

In case the editors of the volume and the members of the Pușpikâ Editorial Board
cannot find an agreement concerning the possible revisions, the members of the Pușpikâ
Editorial Board vote whether the volume can be sent to press. The final decision is taken
according to the majority rule. In case of a tie, the vote of the secretary of IIGRS, who is also a
member of the Pușpikâ Editorial Board, is worth double.

5. Submission of the volume to the publishing house

Once the final draft of the whole volume is finalised, this is submitted to the selected
publishing house by the editors of the volume.

The publishing house is selected by the editors of the volume, upon approval of the
members of the Pușpikâ Editorial Board.

Hamburg, 20 October 2016
Giovanni Ciotti
(IIGRS Secretary)
Appendix: Current members of the Editorial and Advisory Boards

Editorial Board:
Giovanni Ciotti (University of Hamburg)
Robert Leach (University of Zurich)
Nina Mirnig (IKGA, Vienna)
Péter-Dániel Szántó (University of Oxford)

Advisory Board:
Hugo David (EFEO, Pondicherry)
Csaba Dezső (Eötvös Loránd University)
Marco Franceschini (University of Bologna)
Emmanuel Francis (CEIAS, Paris)
Kengo Harimoto (Mahidol University)
Jim Mallinson (SOAS, London)
Marion Rastelli (IKGA, Vienna)
Isabelle Ratié (University Sorbonne Nouvelle - Paris 3)
Vincent Tournier (EFEO, Paris)