

TRIPLE HELIX

A journal of university-industry-government innovation and entrepreneurship

Guidelines for Guest Editors of Special Issues

When proposing a Special Issue to *Triple Helix*, the Guest Editors (G.Eds.) should:

- Submit a Call for Papers (CFP) to Managing Editor (Anne Rocha Perazzo, rochaperazzo.anne@gmail.com) for uploading on the journal website.
 - o The CFP should indicate the deadlines for:
 - Submission of abstracts and articles to G.Eds. for pre-reviewing
 - Submission of pre-reviewed and accepted by G.Eds. articles in the journal online submission system at:
<https://www.editorialmanager.com/thj/> for peer-reviewing
- Inform the authors that they should refer to submission guidelines before uploading their articles and that they will have to cover Article Publishing Charges (APCs amount 380 euros)
- Indicate – as soon as they are informed by Managing Editor that the submission has been uploaded – potential target reviewers
- React – as soon as peer-reviewing is complete – to Managing Editor’s solicitations as to decisions, e.g. revision, acceptance, rejection, etc. within a week deadline.
- Submit an Introduction to the SI once the issue is complete (ideally 6-8 articles)