

## **AGRODEP**

### **WORKING PAPER GUIDELINES**

AGRODEP Working Paper Series is a bilingual (English and French) online publication that aims at enhancing the visibility of African researchers and experts as well as contributing to the policy dialogue on African Growth and Development. Manuscripts are accepted only from AGRODEP members and the focus of the analysis must be on economic growth, poverty reduction, and development policy in Africa.

#### **1. Procedure**

Members are invited to submit their manuscript to the Editor either in English or in French. The Editor identifies an Associate Editor who will evaluate the manuscript with a help of another referee. The evaluation procedure can be summarized as follow:

- *Members*: submit manuscripts to the Editor;
- *Editor*: selects an Associate Editor for refereeing;
- *Associate*: review process with support of another referee;
- *Editor*: informs the author(s) about the Editorial Board's decision.

The process should not take more than three months after the submission of the manuscript. In case of a conditional acceptance of the paper (see below the Review process and decision), the resubmission of the revised version with a separate document addressing the comments should be done within two months after the reception of the Editorial Board's decision. A re-evaluation is done by the Associate Editor and decision is taken within one month. In case the author(s) are asked to revise and resubmit the manuscript, the normal evaluation procedure is followed. The entire evaluation procedure of a manuscript should not take more than six months.

#### **2. Eligibility**

- The AGRODEP Working Paper Series is open exclusively to AGRODEP members;
- The authorship of the manuscript requires a minimum of one AGRODEP member;
- The analysis must focus on economic growth, poverty reduction, and development policy;
- The focus must be on Africa;
- There are no pre-conditions on the manuscript length and presentation.

### **3. Editorial Board:**

The Editorial board consists of the i) Editor, ii) Associate Editors, and iii) Referees. Their roles are as follows:

- *Editor*
  - Receives manuscripts from AGRODEP authors;
  - Ensures that the eligibility criteria are met;
  - Identifies from a list of experts one Associate Editor (AE) to whom the manuscript is forwarded for review;
  - Makes sure that the manuscript is evaluated on time by the AE;
  - Receives the decision from the AE;
  - Communicates the decision to the author(s);
  - Continues with the publication.
- *Associate Editor*
  - Receives a manuscript from the Editor for evaluation;
  - Identifies and submits the manuscript to another referee for comments;
  - Comments the manuscript;
  - Takes a decision on the manuscript according to his/her own opinion and the comments made by the referee ;
  - Passes the decision to the Editor.
  - Does not receive compensation for the time dedicated to review the manuscript.
- *Referee*
  - Provides technical advice to the AE;
  - Does not receive compensation for the time dedicated to review the manuscript.

### **4. Review process and decision**

- Reviewers will remain anonymous to the authors, and vice-versa.
- The recommendations of the Associate Editor are along the following lines:
  - Unconditional acceptance of the manuscript;
  - Conditional acceptance of the manuscript;
  - Revision and resubmission of the manuscript;
  - Rejection of the manuscript.

### **5. Publication**

Language (English or French) editing is undertaken during the publication process for successful manuscripts. All papers must have abstracts in both English and French.