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14. Bulleting should be evaded, and used only if absolutely necessary.
15. References should be presented on a separate page. References and citations should follow the APA rules and guidelines. DOI numbers MUST be available, when available.
16. Use of appendices should be minimised.
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Please note that these are the submission format rules. If a paper has been accepted for publication, the Editorial Board will request a more detailed format preparation prior to publication. At that stage, the author(s) may be
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1. Editorial desk evaluation: Submitted manuscripts are first evaluated by editorial board for originality, consistency and suitability to the scope of the journal. WJAE peer review policy does not allow editors to accept any articles at this stage of the review (i.e. without sending the article to external reviewers) no matter how exceptional it is. However, articles that are insufficiently original, have serious scientific flaws, display a poor command of the English language, or are outside the scope of the journal can be rejected directly by the Editorial Board. Note that the board decision is final. Please also note that WJAE uses several software solutions to control the originality of the manuscripts. In case of a serious plagiarism, we reject the manuscript immediately but also keep the right to take any measures related to the issue, including the notification of the authorities in the authors' institutions and/or elsewhere.

2. If the manuscript passes the desk evaluation, then it is assigned to a section editor, who is a member of the editorial team. The assigned section editor then sends the manuscript to at least two reviewers who are well demonstrated experts in the field of the manuscript with relevant publications and/or other scientifically acceptable outputs. Reviewers are expected to hold a Ph.D. or, in rare cases, have at least 10 years of working experience in the relevant field with proven proficiency. Reviewers are given 6 weeks to complete their reviews. However, note that in some cases it can take longer than 6 weeks for some articles to be reviewed. After 6 weeks, WJAE sends regular reminders to the reviewers.

3. Once the review reports are received, editorial board evaluates the reports and makes a decision based on the reviewers' comments and suggestions.

4. The authors are notified about the decision.

4.a) If the decision is "Accept as it is" then authors are supplied with a copy-editing version and asked to start the proof reading. The proof reading process should be completed within 2 weeks, latest.

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4.c) If the decision is "Resubmit for Review", then authors are asked to revise their manuscript according to the reviewers' comments. The revised version is sent back to the reviewers for the second round of review. Reviewers then write a new report and the editorial board makes a decision based on the new report. Note that, the final decision will be made on the final quality of the manuscript, rather than the progress made by the authors.

4.d) If the decision is "Reject" or "Not suitable for WJAE" the author will be notified together with the reviewers reports to help them to improve their manuscript. In the latter case, when possible, we will ask the reviewers to suggest a relevant journal to the author.

5. Once the review process is completed with an "Accept" decision the authors will be asked to cooperate with WJAE editorial desk for copy-editing and proof-reading for timely publication of their article.

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