

EDITORIAL POLICY

About the Journal

Procesos. Revista Ecuatoriana de Historia is a biannual academic publication of Universidad Andina Simón Bolívar, Sede Ecuador, and Corporación Editora Nacional. Its produced and edited by the University's History Department. It was founded in 1991, based on the publication of the *Nueva Historia del Ecuador*, with the aim of promoting the professionalization of history in Ecuador and South America; contributing to the innovation of research on its past; and fostering international academic exchange. In the course of its development, the journal has engaged with the most important historiographical advances and approaches on the interpretation of the past.

Procesos issues unpublished research articles in Spanish, which are previously reviewed by anonymous academic peers from research centers in Latin America, North America, and Europe. It has an Editorial Committee, it establishes the journal's guidelines and directs its development and contents, composed of historians from various institutional backgrounds; as well as an International Advisory Board, composed of academics from abroad. The journal's director chairs both committees. The editor oversees coordinating the peer review process and defining the sequence and content of the issues, with the support of an editorial assistant. They are members of the Redaction Board. Corporación Editora Nacional is responsible for the layout and printing.

The journal has two sections, a permanent section and an occasional section. The former includes *Studies*, *Debates*, *Reviews*, *References*, and *Events*, while the latter includes *Obituaries*, *Documents*, *Translations*, *Open Classroom*, *Critical Dialogue*, and *Interviews*.

The sections peer-reviewed by anonymous readers are *Studies* and *Debates*, which regularly make up the main part of each issue. Both contain advances or final results of research, historiographical balances, thematic, theoretical-methodological, archive, and interdisciplinary discussions, as well as interventions on specific debates. The articles' extension distinguishes the two sections. *Studies* contain contributions from 10,000 to 12,000 words, while in *Debates* The range is between 8,000 and 10,000 words. The remaining sections are evaluated by the Editor and the Editorial Committee.

Rules for authors, anonymous peers, and editors

1. About the submission of articles

Procesos receives unpublished research articles, in Spanish, for the *Studies* and *Debates* sections. They must be submitted according to the stipulations stated in the section “About the journal”.

The texts presented for publication must not have been submitted simultaneously to any other journal. It is therefore assumed that they are free of editorial commitments.

There are no specific dates for the reception of papers for the free theme issues; they are processed on a first-come, first-served basis, or based on an invitation. On the other hand, the editor of *Procesos* and the dossier’s coordinator define the monographic issues’ schedule.

The authors of articles and reviews must submit their work exclusively through the [Open Access Platform \(OJS\)](#). In addition to the proposed article, a summary in Spanish of one hundred words, a list of six key words, and the author's details in a maximum of one hundred words, including his/her email address, academic degrees obtained, institutional affiliation, current positions, research topics, the last three publications and his/her ORCID number must be attached.

Manuscripts submitted must follow the *Chicago Manual of Style* (2013) editorial guidelines. Examples that illustrate these guidelines are included in “Editorial Guidelines”.

Procesos. Revista Ecuatoriana de Historia does not charge submission fees, or publication fees for its contributions.

2. Obligations of the authors

Whoever submits an article must declare that the authorship belongs entirely to him/her, and that he/she complies with the intellectual property rights of third parties. If he/she uses other people’s material (photographs, charts, maps, graphs in general), he/she must include the credit and the respective legal authorization. By subscribing authorship, they also declare that the research was conducted honestly and with no improper manipulation of the evidence.

The authors sign the [Cover letter](#) and, in accordance with the [Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International](#) license to which *Procesos* subscribes, authorize the Universidad Andina Simón Bolívar, Sede Ecuador and

Corporación Editora Nacional to publish, disseminate and store their article, as well as the free and open use of its content, in whole or in part, in digital and printed publications, materials and dissemination activities; in educational resources, scientific and cultural promotion, and, by way of example but not limited to, to reproduce it by any other printed, electronic or other means, provided that the corresponding author credit is given, without receiving any financial compensation.

In all publications of Universidad Andina Simón Bolívar, Sede Ecuador and Corporación Editora Nacional, we strive for a written expression that does not discriminate against women or any social group and that, at the same time, recognizes history, language structure and economy, and the most comfortable use thereof for the readers and speakers. Therefore, we do not accept sexist or inconvenient uses from the point of view of equality. On the other hand, because they contravene the standard use of language, an immoderate use of inclusive duplications, the morpheme e, @ (which is not a letter) or x to compose supposedly generic words is not accepted either.

3. About the review process

All articles are reviewed by two anonymous peers who examine the academic quality of the proposed works, in a context of freedom of expression, critical dialogue, and observance of ethical principles.

The author of the proposed text is obliged to consider the final opinion. The requested changes and corrections are binding on the publication and must be completed within the specified deadline. Once the revised paper has been received, the author will be informed of its acceptance, as well as the publication schedule. The journal reserves the right to make style corrections to accepted papers.

For the review, readers use the “[Peer-Review Form](#)”. In case of a discrepancy in the reviewers’ opinion, a resolving third evaluator will be sought. The Editorial Committee and the editor will ultimately decide on the publication of a text in the event of such a conflict.

Neither the anonymous reviewers communicate directly with each other, nor with the author of the paper. Communication between them is mediated by the editor.

The reviewers have approximately four weeks to carry out the evaluation. Authors have two weeks to add their comments.

Reviews and other contributions, submitted or requested by the Editorial Committee or the editor, may deal with books that have been published within the last four years.

4. The editors' responsibility

The Editorial Committee and the editor are responsible for implementing the Journal's policies to ensure the quality of publishable material, promote innovation in historical research, encourage academic debate, preserve freedom of expression, apply the peer-review and publication process based on rigor and ethical values, and affirm, as far as possible, the academic integrity of the publishable material.

The editor is responsible for coordinating the procedures related to the reception, review, and acceptance of a contribution submitted to *Procesos*. An article is accepted or rejected solely based on quality and academic integrity. The editor also has the obligation to publish amendments or corrections.

5. Plagiarism

In order to preserve the quality and academic rigor of *Procesos*, in case plagiarism is detected, the manuscript will be rejected and returned to its author. The review process of the text will thus be definitively suspended, as a final decision. Those interested in submitting contributions are expected to conduct their academic practice within the principles of intellectual honesty, academic rigor, and good editorial practices. Before submitting a text, it is recommended that authors use the relevant resources, including computer tools and anti-plagiarism software.

To ensure the originality of the proposed articles, they are analyzed by the *Turnitin* system, which prevents plagiarism and helps ensure that they are unpublished.