Aims and Scope
The Marie Curie Alumni Association (MCAA) gathers together individuals who have participated or are currently participating, in various roles, in projects funded by the European Commission through the Marie Skłodowska Curie Actions (MSCA) programme. The MCAA Newsletter is the main communication channel for and about the MCAA community. The MCAA Newsletter is a publication venue for science communication and public outreach. Its main aim is the dissemination of information about past and current MSCA projects, as well as activities of MCAA Chapters and Working Groups, events, and members’ achievements.

Premise
Authors who want to publish in the MCAA Newsletter agree to the following:
- Authors accept and follow the MCAA Newsletter Editorial Rules as stated in this document.
- Authors accept that the reception of their text does not commit the MCAA to its publication.
- Authors accept that the MCAA Editorial Board or the Managing Board can in any moment decline its publication.

Submission
The MCAA Newsletter accepts articles between 650 and 750 words. Submissions outside this length range may be considered on a case-by-case basis.

Online submission
All contributions should be submitted through the online form provided at https://www.mariecuriealumni.eu/newsletters.

Author guidelines
Before preparing a submission, authors are highly recommended to read the MCAA Newsletter Editorial Guidelines, which contains essential information on the journal’s style and type of articles. The Editorial Guidelines are available on the MCAA Newsletter website.

Language policy
The MCAA Newsletter accepts articles in English. American English or UK English are accepted as long as the article is consistent with only one language style. During the review process, the Editorial Board, the Managing Board or the reviewers may suggest or request
language and style changes. Please note that submissions can be rejected if the level of English writing is not deemed adequate by the Editorial Board.

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All submitted texts received will be checked to determine whether they are prepared according to both the MCAA Newsletter’s Editorial Guidelines and Editorial Rules. Texts that
do not fit the journal's ethics policy or do not meet the standards of the MCAA Newsletter will be rejected before peer-review. Manuscripts that are not properly prepared will be returned to the authors for revision and resubmission. After these checks, the Managing Editor will consult the Editor-in-Chief to determine whether the manuscript fits the scope of the journal. Reject decisions at this stage will be verified by the Editor-in-Chief.

Peer-Review
All texts that pass the initial checks will undergo peer-review. In order to promote and encourage transparency, the MCAA Newsletter adopts an open peer-review process where the identity of the author and the reviewers is known to all participants during the review process. Peer-review is carried out by at least two reviewers, and they may also include members of the Editorial Board, the Managing Board, the Scientific Board as well as Guest Editors in case of special issues. Authors can refuse to follow and implement any request of change that may be advanced by the MCAA Editorial Board, the Managing Board, and the reviewers. However, the Editorial Board and the Managing Board reserve the right to decline publication at any time. Following peer-review, an article can be: accepted with no revision; accepted after minor revisions; reconsidered after major revisions; rejected.

Editorial responsibilities
The Editorial Board and the Managing Board consider and review the journal’s policies, standards and publication mechanisms as well as any editorial decisions for each issue of the MCAA Newsletter. Members of the Editorial Board and the Managing Board discuss ethical issues and contentious publication matters, such as cases of plagiarism or potential retraction of articles, for future and published issues. The Managing Board comprises the Editor-in-Chief, the Managing Editor, and the Associate Editors. They work in collaboration with the Editorial Board and the Scientific Board. All members of the Editorial Board, the Managing Board and the Scientific Board are committed to treating authors with fairness, courtesy, objectivity, honesty and transparency.

The Editor-in-Chief has the ultimate responsibility for the editorial process and has final authority regarding editorial decisions, including accepting or rejecting an article.

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The Editorial Board members may take it in turn to take responsibility for an issue from receipt of peer-reviewed revised articles to their publication. They communicate with authors regarding the correction of errors and clarifications required before publication and, if required, after publication.
Data Management

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