

Detailed description of the process of evaluation of the texts submitted for publication to the e-journal, *PASOS, Revista de Turismo y Patrimonio Cultural* (ISSN 1695-7121).

PASOS RTPC publishes texts under five different headings, according to the interests of the authors and the feedback from the reviewers and Editorial Committee, who justify their proposal should this run counter to the proposal originally formulated by the author/s. These sections consist of: Articles (5,000 to 9,000 words), Opinions and Essays (3,000 to 5,000 words), Work in progress (max. 9,000 words), Views from the Business side (max. 9,000 words), Chronicles of Events (max. 9,000 words) and Editorial reviews (2,000 to 5,000 words).

Basic process of double blind review

Whatever the text submitted, reception is acknowledged within 72 hours. Once the submission has been registered in the data-base and de-subjectified (made anonymous), it is included on the waiting list for double-blind reviewing. Given the interdisciplinary nature of *PASOS, RTPC*, and dependent upon the area of specialisation involved or the subject dealt with in the work submitted, the review is begun within a time-frame of two months (always subject to availability of reviewers).

The reviewers must acknowledge reception of text and the model-file for review in the space of one week from original remission. Thereafter, they have one month to submit their report. The following are the possible profiles of situations, procedures to be followed and immediate results of the same:

Situation	Response	Consequences
One or both reviewers reject the commission	Other reviewers are appointed.	Delay of at least one month
The reports received are totally divergent or slightly different	A summary is made of both reviews and the text is reviewed again	A decision is made and communicated to the author/s
The reports are contradictory	A third reviewer is assigned to the task	Delay of at least a month
Either one or both reviews are considered to be insufficient by the editorial committee	A third reviewer is assigned to the task	Delay of at least one month
The report/review suggests slight modifications	The contact author is informed of the same (the first author if there is no word to the contrary)	Request for changes to be made in the maximum of one month(exceptionally, and on the request of the authors, this period may be extended) for re-submission

GUÍDELINES FOR AUTHORS

	Second and successive submissions reviewed	The Editorial Committee reviews and decides whether there is a need to send to the original reviewers again.	Acceptance and confirmation to author (first author unless otherwise indicated)
	Acceptance	Initial edit and print	Depending upon date of acceptance, entry in following edition
	The review indicates need to make major changes	Contact author (first author unless otherwise indicated)	Request for total revision of the aspects outlined in the max. Period of two months (exceptionally, and on the request of the authors, this period may be extended) and re-submission.
	Second and successive submissions	Reviewed again by original reviewers. In exceptional cases, consultations may be made to specialist members of the Scientific Committee.	The process is repeated in the same approximate time-frame and the contact author is informed of the results (first author unless otherwise indicated)
	Acceptance	Initial edit and print	Depending on date of acceptance, publication in the following edition
	Review indicates rejection of text	Contact author informed (first author if no indication to the contrary)	Reasoned review outlining causes of rejection. In exceptional cases where the reviewers make no particular remarks, the Editorial Committee is usually called upon to review the text and, respecting the decision of the reviewers, to produce a report.

Each complete process is registered in the database with the pertinent dates and references to the text archives (text in various different versions, dates of review, summary of both blind reviews, and authors' relies (should this be applicable)).