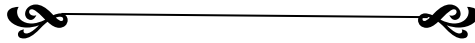


ISVS

International Society for the Study of Vernacular Settlements

ISVS e-journal

Asian School of Knowledge, Colombo, Sri Lanka; Melbourne, Australia.
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Instructions for Revising Papers

Preamble

If you submitted a paper to the ISVS e-journal, you have now received one of the following.

1. A composite review of the paper combining comments from two reviewers. Observations and comments related to each aspect of the research paper.
2. Copies of your paper reviewed using track change comments. The reviewed paper done using 'track changes' command in word and constitutes three things.
 - a. Comments and instructions for changes and revisions.
 - b. Questions raised.
 - c. Language editing Suggested.

1. How to do the revisions if you received a composite review

- a. First, read the comments and observations mentioned in the review including the summary and grasp the extent of changes asked for.
- b. Make the material changes to the written text of each section: add new sub titles, remove existing ones, move text or add text as asked for; provided you agree with the comments .
- c. Make overall changes to formatting and language at the end, in response to the first two observations. Re-examine the entire paper including the references and make sure the changes comply with the summary of observations mentioned at the end.

2. How to do the revisions if you received your paper with 'track change comments'

- a. First, switch off the track change: go to Review>Track Changes>For everyone. (once done, type somewhere and check if the track change has been disabled: if not it will type your word in a different colour)
- b. Read the paper without all the track change comments. To do this, click on the 'All mark-up' and select 'No mark-up'.
- c. After reading, if you agree with the editing and the change of structures of sentences, then accept all the changes. To do this, go to 'Accept' click on the arrow and select 'Accept all changes'.
- d. Carry out the revisions now in this paper itself, in response to the review comments and instructions.
- e. Save the revised file with a new file name 'ISVSej_X.X.X_your name-revised'
- f. Read the saved file and check grammar and spelling as well as the meanings. Make sure all the cited literature are listed in the references. Figs must have titles and sources.
- g. Make sure that all the references are according to the Journal style sheet:
- h. Make sure that the images are of low-resolution. The file must be of a smaller size.
- i. Do not use the reviewed version except the reviewed paper to do the revisions.
- j. Send the editor-in-chief the word copy.

Thank you for your interest in the ISVS e-journal. We look forward to help you to publish your work.