

Policy on Professional Language Editing and Proofreading

To uphold the quality and clarity of published articles, **Penerbit USM requires all accepted manuscripts to undergo professional English language editing** by a qualified editor or service provider, when deemed necessary by the **Editor-in-Chief (EIC)**. Authors must provide **proof of editing** (such as a certificate or official receipt) before the article proceeds to publication. This policy reflects international best practices and ensures that only manuscripts approved for publication incur the cost and effort of language editing.

Compliance with the following requirements is expected under this policy:

1. Upon Acceptance (Post-Revision; Conditional Acceptance)

Suppose the manuscript is accepted after peer review and revisions, and the **Editor-in-Chief (EIC)** determines that the language quality needs improvement, the author will be informed in the **decision letter**. The author will then be given **two (2) weeks** to submit the manuscript for professional language editing. The final version must be returned to the journal together with **a certificate or proof of language editing**.

The journal reserves the right to hold or revoke the acceptance if the language quality in the revised version does not meet the required publication standards. This condition is in line with international editorial practices and ensures the clarity and readability of published work.

Failure to comply may result in the delay or rejection of the manuscript at the final stage of publication.

2. Accepted Forms of Editing

Authors may choose any of the following options for language editing:

(a) Professional language editing service providers

Should the EIC determined that your manuscript requires professional language editing service, authors are allowed to use **any service provider**, as long as **proof of editing** is provided (e.g., certificate or official communication).

Below are some reputable companies that offer English editing services for scientific articles:

- http://www.scribendi.com/service/academic_proofreading
- <http://www.journalexperts.com>
- <http://www.enago.com/>
- <http://www.bioscienceeditingsolutions.com/>
- <http://www.manuscriptedit.com/>
- <http://www.sciencemanager.com/>

- <http://www.editage.com/>

Upon completion of the editing service, authors are required to submit the **certificate of editing** together with the final manuscript.

(b) Native English speakers with editing experience

Upon completion of the editing service, authors are required to submit a **formal written statement** from the editing personnel. This statement must confirm that the manuscript has been edited and meets the necessary quality standards. It should be submitted together with the final manuscript as evidence of the editing process, ensuring the manuscript is thoroughly refined and ready for publication.

(c) AI or language editing software (e.g., Grammarly, Quillbot, etc.)

If authors choose to use **AI tools** for language editing, they must **explicitly declare**:

- The name of the AI tool used (in the cover letter or Methodology section)
- Which parts of the manuscript were edited using the AI tool

The **Editor-in-Chief (EIC) reserves the right** to reject or hold the publication of any manuscript if the language quality is deemed unsatisfactory or if the declaration regarding AI-assisted editing is not provided.

3. Cost Responsibility

All language editing costs must be **borne by the author**.