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Editor: Dr Adama Sidibé

Introduction

A journal for
peer-reviewed
primary articles

Rviews Press[™]

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Editorial policies of *Cell Biology* (Marseille, France) journal

Adama Sidibé^{1,*,#} 

¹-Editor-in-Chief of Cell Biology, Rviews Press, 13010, Marseille, France

*Correspondence: asidibe@rviews.org

#Cell Biology journal office: cellbiology@rviews.org,

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***Cell Biology* is a peer-reviewed journal aiming at publishing original articles and reviews communicating new impactful discoveries in life science. *Cell Biology* is distributed by Rviews Press in Open Access and dedicated to reporting primary previously unpublished experimental data. Here are the journal aims and the editorial policies.**

Keywords: journal policies, aims and scope, Open Access, copyright, licensing, APC, digital preservation plans

Policies of *Cell Biology*

Aims

C*ell Biology* is a peer-reviewed open access journal that promotes a responsible, transparent, rigorous and fair communication of primary experimental results of high quality and ethical standards. *Cell Biology* aims at publishing original primary, review, commentary and discussion articles in all areas of life science. *Cell Biology* is intended to serve as the communication media of primary outstanding discoveries of broad impact in life science in general. This is line with the mission and vision of Rviews Press and is part of three sister journals (with *Cell Reviews* and *Cell Methods*) that embody the founding values of our scholarly publishing concept and model. Therefore, we encourage publishing of primary research results that may introduce new perspectives in our understanding of mechanisms and processes in life

science, as well as new applications in clinical practice. *Cell Biology* supports the vision of Rviews Press to open the public access to all scientific primary discoveries and inspire public implications in scientific knowledge acquisition.

Cell Biology journal follows the Missions and Visions of Rviews Press to propel an ecosystem of public knowledge acquisition. We aim at allowing an equal commitment of institution-appointed researchers as well as independent scientists in a responsible scholarly publishing, identification and long-term preservation of primary scientific documents and data.

Scope

The scope of *Cell Biology* includes but is not limited to : original primary as well as review articles in development, stem cell biology, metabolism, glycobiology, cell biochemistry, cell adhesions,



Policies

Editorial communication

migration, lipid and membrane biology, cell division, cell death, DNA repair, genetics, omics, translational biology, system biology, developmental biology, plant biology, gene expression, protein folding and structure, tissue stroma and matrices, cell communication, cell and microorganisms, epigenetics, organelle organization and regulation.

Cell Biology also promotes articles of broad interest for life scientist and clinician community in the following subjects: molecular biology, microbiology, neuroscience, physiology, pathology, immunology, inflammation, mechanisms of diseases, vascular biology, cancers and oncology, chronic inflammatory diseases, biomarkers and treatment approaches, translational medicine, biotechnology, synthetic biology and new field conception in life science.

Open Access policies

As part of Rviews Press journals, *Cell Biology* promotes editorial policies that are compliant with the Plan S initiative for Open Access publishing.

The Plan S is an initiative of the cOAlition S¹, which is an international consortium of national research funding organisations that received support from the European Commission. Plan S supports that all scientific publications resulting from research funded by all private and public grants must be published in Open Access journals or platforms since 2021.

Cell Biology requires the authors to understand and agree with the fact that once accepted and published in Open Access, their materials including but not limited to articles, images or data, will be freely accessible by anyone under the license Creative Commons Attribution 4.0 International (CC BY)². This means that anybody will be free to use, modify and redistribute in any form possible as long as the primary authors are credited of the authorship of the original work and publication.

Consistent with the vision of Rviews Press, *Cell Biology* endorses the full free public access to

primary scientific publications and the total disposal for public implications in knowledge acquisition.

Copyright and licensing policies

The authors of articles published in *Cell Biology* retain the copyright at no extra cost after the article publishing charge (APC) payment or its waiver in agreement with the journal office.

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Article Processing Charges

Cell Biology applies article processing charges (APC) to cover the cost of the editorial process, persistent identification, indexing, global distribution through networks and libraries, and the long-term preservation of the articles published in the journal. Rviews Press uses the APC application as a sustainable financial model that support the free access of the public to costly produced scientific articles and sustain the accomplishment of our mission.

Thus, for none-invited articles, *Cell Biology* applies a transparent APC that is fixed by the journal office in advance agreement with Rviews Press, and visibly posted on the journal homepage.

The APC for suitable articles in *Cell Biology* can also be found in the “About the Cell Biology” section of the journal website. This is also announced to the author during submission and throughout the different editorial steps. The payment of APC or its waiver is formally due before publication.

Authors from low-income countries and APC waivers

Cell Biology participates in the pricing accommodation policies of Rviews Press to encourage the

Editorial communication

active implication of scientists in financial needs or researchers from low-income countries in the global knowledge acquisition. *Cell Biology* encourage authors in demonstrated financial need and those from low-income countries to publish quality original primary or review articles.

Indeed, Rviews Press promotes responsible and fair scholarly publishing in life science community providing the same opportunity to all institutional and independent scientists around the world, without any distinction of origin, gender, financial situation, belonging institutions or independency. Only the real science and knowledge matters.

Thus, *Cell Biology* provides APC waivers or discount to authors from low-income economy countries, lower middle-income economy countries, as well as authors with demonstrated needs³.

Editorial timeline

Cell Biology aims at accelerating the communication of primary discoveries in life science. *Cell Biology* supports a rapid editorial process and publishing articles without compromising the rigor needed for high-quality standards in evaluation and copyediting. We aim at offering a rapid and effective article processing for an enhanced publishing experience.

The editorial timeline for a peer-reviewed manuscript is as follows:

- Editorial initial decision: **6 days**
- Peer-review evaluation: **2-3 weeks**
- Editorial development and production: **1-2 weeks**

This is an estimated timeline of the editorial process from submission to publication online. The actual timeline may be different and may reflect specific cases.

Cell Biology in line with Rviews Press mission supports the formation of early career life scientist in the reviewing and improvement of scholarly research primary articles for high quality, timely and rapid publishing experience.

Long-term digital preservation policies

Cell Biology adheres to the archiving and preservation policies of Rviews Press. The journal uses two long-term preservations and self-archiving plans:

- The Public Knowledge Project preservation Network (PKP PN) through the LOCKSS network.^{4,5}
- The internet Archives initiative⁶.

The published issues and the articles are automatically dark archived through PKP PN process. The published volumes are annually archived through the Internet Archives plan.

Reviewing policies

Cell Biology follows a reviewing policy that is compliant with the Committee on Publication Ethics (COPE), the World Association of Medical Editors (WAME), the International Committee of Medical Journal Editor (ICMJE) according to the Mission and vision of Rviews Press⁷⁻⁹.

By submitting, the authors attest that neither the manuscript nor the associated contents were previously published and that they are not under consideration for publication elsewhere. However, we encourage reproduction study reports but should be clearly exposed in the manuscript key sections such as title, abstract and in the background information section.

Cell Biology supported by Rviews Press uses several open-source and commercial tools for plagiarism detection during evaluation. Scientific misconduct including data fabrication, falsification, non-declaration of conflicts of interest and plagiarism are taken seriously and will be addressed following the guidelines of necessary authorities.

All manuscripts are evaluated or moderated by editors and/or external experts prior to publication, excepted the two types of articles mainly published by members of the editorial team



Policies

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namely: Editorial instructions and Editorial communications. This policy is explained for each type of article in the guidelines for authors¹⁰.

Briefly, the submitted manuscripts undergo the initial evaluation by the handling editor to check for the journal quality standards and fitting within *Cell Biology* aims and scope. The authors are notified for the editorial decision whether to pursue with further scientific, technical and ethical evaluations through peer-reviewing. The peer-reviewing steps in *Cell Biology* aims at evaluating the work and allowing the building of a strong story by the authors with forward-looking perspectives in collaboration with the editors and the peer-reviewers. Correspondences are established between the authors, editors and reviewers until the manuscript complies with the highest quality standards for publication in *Cell Biology*. The manuscript is then accepted, copyedited and published in agreement with the authors, editors and reviewers.

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Rviews Press through *Cell Biology* aims at fostering the commitment of young researchers and independent researchers. Thus, we solicitate the implication of early career life scientists also in the evaluation and editorial processes.

Post-publication discussion

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Declaration of interests

Adama Sidibé is the Editor-In-Chief of *Cell Reviews*, *Cell Biology* and *Cell Methods*, three sister journals of Rviews Press, Marseille, France.

Adama Sidibé is the founder of Rviews Press.

This document declares the policies governing the editorial process of the journal: *Cell Biology* (Marseille, France). This is consistent with the mission and vision of Rviews Press supporting its foundation.

Declaration concerning generative AI use

The author declares that no generative artificial intelligence (AI) tools were used to make this manuscript.

Citing the article

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Editor: Dr Adama Sidibé

Director of publication: Dr Adama Sidibé

Contact: asidibe@rviews.org

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Guidelines for authors publishing in *Cell Biology*

Adama Sidibé^{1,*} 

¹-Editor-in-Chief of Cell Biology, Rviews Press, 13010, Marseille, France

*Correspondence: asidibe@rviews.org

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Authors need some information to provide that are dependent on the type of article format they want to publish in *Cell Biology*. Herein, guidelines are given to authors for next submissions to *Cell Biology* for publication following the editorial requirements.

Keywords: author guidelines, article types, quality standards, instructions, cell biology

Author guidelines

General instructions

Cell Biology proposes several format of original primary articles, reviews, commentaries and others. We invite authors to submit manuscript regard to the types of articles accepted by *Cell Biology*. The submissions will be evaluated by the editorial team to determine whether they meet the aims and scope of *Cell Biology*. This evaluation will result in the first editorial decision. This crucial round decides whether the journal is interested to collaborate with the authors for further evaluation by external experts. Indeed, the submissions considered to be a good fit for *Cell Biology* will be further evaluated by the scientific advisors, and if required by the article type will be sent for peer reviewing before deciding the acceptance or sending back to the authors for revision. The essential information is highlighted below to allow the

submission of manuscripts that meet all requirements of *Cell Biology* for evaluation and publication.

Before submitting a manuscript, authors are advised to check whether their manuscript suite the scope of *Cell Biology*. Authors are responsible of obtaining all permissions to publish any material included with the submission, such as photos, documents and datasets. All authors identified on the submission must consent to be identified as an author. Otherwise, some contributions can be acknowledged in the dedicated Acknowledgement section. Where appropriate, research should be approved by an appropriate ethical committee in accordance with the legal requirements of the study's country.

The editor may return the submission back to the author if it does not meet minimum standards of quality or if it does not fit the journal aims and scope. Before submitting, please ensure of the

Editorial instructions

manuscript is structured and articulated properly in a logical manner. *Cell Biology* is for a broad readership (from students to professors in fundamental and clinical research). Thus, authors should make sure that the narrative is understandable by a broad readership in life science community.

The title and summary should be concise, structured, clear and straight to the facts. This will increase the chance for reviewers to review the manuscript. When you're satisfied that your submission meets this standard, please choose one of the following article types for your manuscript (Fig. 1), format it accordingly and follow the checklist below to prepare your submission.

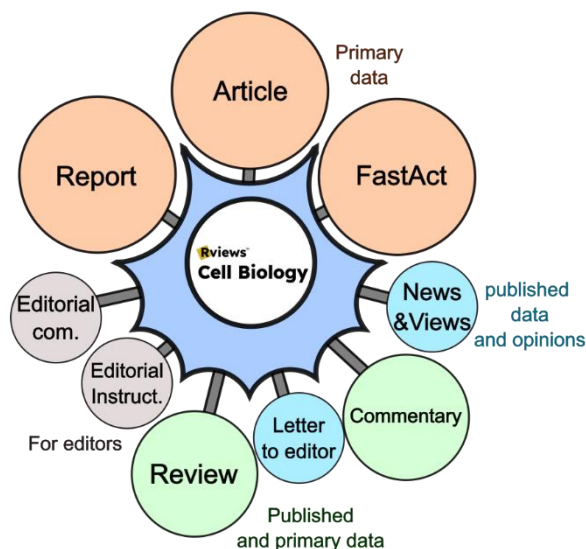


Figure 1: Article types that are accepted by Cell Biology for publication.

Most of the types of articles concern previously unpublished primary data including Article, Report and FastAct.

Article types

Article

An *article* is a peer-reviewed article that reports and discuss the primary experimental results that were not previously published elsewhere. The data should be of broad interest in life science. This type of article is suited for an article in its complete form including all necessary data. Only the

scientific as well as technical relevance and quality are key. There is no limit of word count but should not be against the clarity of the claims. The manuscript should not be under consideration elsewhere at the time of submission.

Reference to personal communication is not allowed in this article but new hypotheses or model proposition can be formulated based on existing or newly published data to support the narratives.

Copy-edition and narrative improvements may be suggested to the authors. Graphical edition of the displayed figures may also be proposed to the authors if necessary to improve the understanding of the articles.

Accepted *articles* are published as Open Access in *Cell Biology*, thus an article publishing charge are in-principle charged to the authors.

An *article* should contain the following information and sections:

- **Title** (90 characters max), maybe the main piece of conclusion of the study
- **Author(s)**: the name of at least one author is required. Two first or last authors with equivalent contribution is acceptable.
- **Author contact information**: mailing addresses of the authors
- **Corresponding author**: at least one corresponding author and its email address. Two corresponding authors is acceptable.
- **Summary** (max. 150 words): concise, structured and clear with key information on the study, the main contribution of the authors, the main conclusions and their implications for life science and the future.
- **Graphical abstract** (optional): 1200 x 1200 px structured graphics summarizing the discovery or main conclusion of the study
- **Significance highlight**: 4-6 pullet points of the main results each of about 50-60 characters including space
- **Keywords** (min. 5): important for abstracting and indexing
- **Article text** (no word limit): Structured and clear. The text length should be reasonable for



For Authors

Editorial instructions

readability and clarity of the manuscript. The text should be composed of the following sections:

- **Introduction:** The introduction should not be too long but should have enough contextualization for the non-specialist reader to get the rationale of the initial question. This section states the background information based on the literature state-of-the-art. It explains the problem, the hypothesis and the possible ways of contributing to improve our understanding of this issue. It presents all necessary information a reader may need to grasp the main question, the approaches of the authors, the rationale of these approaches and may announce the possible outcome of resolving the issues.

- **Results:** Present concisely and consistently the primary and previously unpublished results and data that the authors are reporting in the article. The structure and clarity of the demonstration and narrative are critical for a good understanding of the result. The context of the result acquisition may be of interest and the particularly important information needed to understand the rationale of the experiments are crucial in each sub-heading of the result section. It is also advised to include the information on the replication and reproduction of the experiments. All information that are required for the understanding of the result should be provided or referred here and clear explanations given to the reader how to access them. It should also contain a clear conclusion that reflect whether or not the initial hypothesis was confirmed or not, or at least provide clear conclusions on the initial relevant question.

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- **List of resources:** a list of all resources used in the study.

- **Article figures** (no number limit): To support the narrative and the clarity of the text. A figure is composed of a multi/mono-panel graphic, a title and a legend. They should be numbered in ascending order and referenced in the text as Fig. 1A, B..., Fig. 2A, B...

- **Article tables** (no number limit): To support the narrative and the clarity of the text. All tables should have a title, numbered in ascending order and referenced in the text as Table 1, Table 2...

- **Declaration of interests:** The authors should declare eventual conflicts of interest or state at least that "The author declares no financial conflict of interest."

- **Data availability:** The authors should make a statement concerning the availability of all data used in the study that led to the presented conclusion. Standards datasets should be deposited in a relevant platform, and they include but are not limited to RNAseq, proteomics, crystal structure data. Anyway, the data should be available on an internal or external platform for eventual requests. If any part of the data are missing including those of reproduction studies, they should be declared in this section. The supplementary information can be included in PDF or XLSX formats. Supplementary videos are accepted and are published on the Youtube account of Cell Biology, Marseille, France and referenced in the article.

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A *report* is a peer-reviewed article that have all the characteristic of an *article* but in a more concise, short and condensed form. However, the quality and ethical standards remain similar to a regular original *article*. A report is evaluated with the same

rigor and transparency as an article. Reports discuss the primary experimental results that were not previously published elsewhere. The data should be of broad interest in life science. This type of article is suited for an article in its condensed form with few necessary data. The scientific as well as technical relevance and quality are key. There is a limit of word. The manuscript should not be under consideration elsewhere at the time of submission.

Reference to personal communication is not allowed in reports but new hypotheses or model proposition can be formulated based on existing or newly published data to support the narratives.

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- **Author contact information**: mailing addresses of the authors
- **Corresponding author**: at least one corresponding author and its email address. Two corresponding authors is acceptable.
- **Summary** (max. 150 words): concise, structured and clear with key information on the study, the main contribution of the authors, the main conclusions and their implications for life science and the future.
- **Graphical abstract** (optional): 1200 x 1200 px structured graphics summarizing the discovery or main conclusion of the study
- **Significance highlight**: 4-6 pullet points of the main results each of about 50-60 characters including space



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- **Keywords** (min. 5): important for abstracting and indexing
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 - **Introduction:** The introduction should not be too long but should have enough contextualization for the non-specialist reader to get the rational of the initial question. This section states the background information based on the literature state-of-the-art. It explains the problem, the hypothesis and the possible ways of contributing to improve our understanding of this issue. It presents all necessary information a reader may need to grasp the main question, the approaches of the authors, the rationale of these approaches and maybe announce the possible outcome of resolving the issues.
 - **Results:** Present concisely and consistently the primary and previously unpublished results and data that the authors are reporting in the article. The structure and clarity of the demonstration and narrative are critical for a good understanding of the result. The context of the result acquisition may be of interest as well as the particularly important information needed to understand the rationale of the experiments are crucial in each subheading of the result section. It is also advised to include the information on the replication and reproduction of the experiments. All information that are required for the understanding of the result should be provided or referred here and clear explanations given to the reader how to access them. It should also contain a clear conclusion that reflect whether or not the initial hypothesis was confirmed or not, or at least provide clear conclusions on the initial relevant question.
 - **Discussion:** Discuss the data presented in regard to the current knowledge on the subject in the available literature. It also includes alternative models and explanations of the data presented although the authors may not defend them. It could contain conclusions and positioning of the understanding regarding what is known and unknown currently in given contexts.
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Youtube account of Cell Biology, Marseille, France and referenced in the article.

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Cell Biology (Marseille, France) relies on the objectivity and rigor of editorial team members including external editorial advisors. The editorial process of the manuscripts is ensured by at least one internal editor of Rviews Press depending on the availability of the editors. The roles in the editorial team are defined following the recommendations of the Committee on Publication Ethics (COPE) and Public Knowledge Project (PKP)^{1,2}.

Editor-in-Chief

The Editor-in-Chief defines, coordinates and ensures the editorial process of article publication in *Cell Biology* according to the journal editorial line and in agreement with the missions and vision of Rviews Press. The editor-in-chief is appointed and evaluated by Rviews Press. The editor-in-chief is responsible for building the editorial team by inviting external experts to join the editorial advisory board and may be assisted by managing and section editors in agreement with Rviews Press policies. The editor-in-chief can assume all roles and responsibilities in the editorial team as needed and according to the availability of assisting editors.

The editor-in-chief ensures that:

- Effective efforts are deployed toward the aim and scope of *Cell Biology*.



For Editors and Reviewers

Editorial instructions

- The journal strategy is continuously reviewed and redefined to improve the editorial process.
- The external experts are qualified and diverse for playing consistent advisory or reviewer roles.
- The promotion of *Cell Biology* is effective and directed to authors and readers.
- Editorial advisors and reviewers get adequate recognition and credit of their contribution in the editorial process and article improvement.
- All submitted manuscripts are equally considered and evaluated through a transparent and fair manner in line with the journal policies
- All authors are equally considered with no regard to their origin, gender, revenues, belonging to institutions or independency. This is consistent with Rviews Press and the journal policies.
- Accepted articles are timely published, indexed and preserved in long-term plans in the adequate forms on relevant platforms.
- Serving as intermediate between authors, editors and reviewers
- Making reports to the editor-in-chief about everything related to the journal
- Supervising the assignment of manuscripts to handling editors
- Ensuring decision delivery on schedule
- Improving the fluidity of editorial operation. If needed, survey and necessary actions can be used.
- Proposing names for joining the section editorial board, advisory board and reviewer board.

As for the editor-in-chief, the managing editor role in *Cell Biology* can be played by individuals with the necessary qualifications and suggested by the editor-in-chief to Rviews Press for appreciation. The appointment of the managing editor is finally decided by the editor-in-chief in agreement with the mission and vision of Rviews Press.

The role of editor-in-chief of *Cell Biology* can be assumed by individuals qualified by Rviews Press as holding all the necessary qualifications for getting the journal to a higher level according to the journal objectives and the mission and vision of Rviews Press.

Managing editor

The managing editor of *Cell Biology* ensures the fluidity of the editorial operations and keeps the editors, advisors, reviewers and authors on schedule. The managing editor make sure that a rapid decision is taken regarding the manuscript at any step of the editorial process and can constitutes with the editor-in-chief the intermediate contact between authors, reviewers and section or guest editors.

The roles of managing editor include but are not limited to:

- Outlooking the daily operations

Section editor and guest editor

The section editor in *Cell Biology* ensures the handling of submissions, their editorial evaluation, peer reviewing and decides on the acceptance or revision of the manuscript. They report to the editor-in-chief and ensures that all necessary actions are taken for the copy-editing of articles. The section editor and the editor-in-chief decide on the interest of a manuscript for the editorial line of *Cell Biology*, acceptance or rejection of an article.

The roles of section editor are further defined in agreement with the editor-in-chief and include but are not limited to:

- Serving as the main handler of submissions
- Ensuring the progression of manuscript on schedule during the editorial process
- Choosing the qualified reviewers either from the reviewer board or external reviewer
- Proposing thematic or special issues of the journal

Editorial instructions

- Main contact between the authors, reviewers and the editorial team during the editorial process
- Making decisions during the editorial evaluation and after peer review.
- Reporting special situations of the authors to the editor-in-chief for consideration regarding their finance, position, conflict of interest, ethical concerns etc...

The section editors in Cell Biology are individuals with the necessary qualifications for judging the quality, ethics, novelty and relevance of articles in life science. The section editors are suggested by the editor-in-chief to Rviews Press for appreciation. The section editor is appointed by Rviews Press in agreement with the editor-in-chief.

Occasionally, a guest editor role can be assigned to an external expert by the managing editor in agreement with the editor-in-chief to assemble manuscripts treating a given subject in a special issue. For this specific special issue, the guest editor takes on all the roles and responsibilities of a section editor. In agreement with the editor-in-chief, she/he can be discharged of some functions and responsibility according to her/his availability.

Editorial advisor

Cell Biology relies also on external experts in life science who agreed to advise the journal in the development of its editorial line to reflect the current needs in fundamental and clinical research fields, advance the strategic positioning decided by the editor in chief and progress the mission of Rviews Press. The editorial advisors are solicited by the section editors or the editor-in-chief to be advised on a manuscript, an issue as well as editorial line development. Editorial advisors can also make spontaneous proposals and suggestions to section editors or to the editor-in-chief regarding articles, issues and editorial line. As for all roles in the editorial process of *Cell Biology*, the editorial advisors are recognized, and they are credited of their contributions in the most relevant manner. The execution of this measure is ensured by the editor-in-chief.

The role of the editorial advisor is further defined by the editor-in-chief and include but is not limited to:

- Advising on manuscripts, issues, editorial lines, reviewing and other part of the editorial process
- Make proposal aiming at supporting the effort and objectives of *Cell Biology* and Rviews Press
- participate in the evaluation of article during editorial process

The editorial advisors are qualified experts in the fields of life science as appreciated by the editor-in-chief and Rviews Press. They are suggested by section editors or the editor-in-chief to Rviews Press for appreciation and approval. The editorial advisors are named by Rviews Press.

External peer reviewer

Cell Biology (Marseille, France) also relies on the contributions of external experts in fields of life science to serve as peer reviewers. The peer reviewers are part of our esteemed and valued community that evaluates and proposes improvements of the quality of the published materials in *Cell Biology*. The peer reviewers are solicited by the section editor or the editor-in-chief to evaluate a manuscript on schedule with objectivity, rigor, transparency and fairness anonymously, and under confidentiality. If the manuscript is accepted after improvement suggested by the peer reviewer, it is proposed to the reviewer to include her/his name in the endorsed article in a dedicated section.

The roles of the peer reviewers are precisely defined by the soliciting section editor and include but are not limited to:

- Evaluating the manuscript following the review guidelines (see below)
- Provide clear comments and feedback on the quality, timeliness and relevance of articles
- Communicate its appreciation in the form of a report in English



For Editors and Reviewers

Editorial instructions



- Promote the novelty or discuss the limitation of an evaluated manuscript

The peer reviewers are qualified external scientists (early or advanced in career, institutional or independent) with strong attention to detail, knowledge in fields of life science and the current technical and research trends, experience in reviewing scientific manuscripts, written communication skills and capability of punctuality and working under pressure. Each review in *Cell Biology* is awarded of a certificate, incentives in form of publishing credit or cash for independent experts in agreement with the editorial office and the mission of Rviews Press to promote sustainable implication and recognition of all players in the development of knowledge acquisition.

Initial editorial evaluation

The initial editorial evaluation aims at checking whether the submitted manuscript is of interest for *Cell Biology* and ensuring its compliance with the journal quality and ethical standards. This initial evaluation of the submission is consistent with the policies and procedures of *Cell Biology* regarding new submissions. The assigned section editor or the editor-in-chief oversee the initial editorial evaluation which is the most stringent step of manuscript selection. The editor ensures that the timeline defined in *Cell Biology* policies is respected. A rapid but motivated decision is made by the editor who informs the author about the decision regarding the submission. This decision can be rejection, acceptance or pursuing with the necessary rounds of peer reviewing followed or not by revisions and editorial improvements as well as copy-editing. Implication of managing editors is advised to ensure the delivery of a motivated decision on schedule to the authors. The approach for the initial evaluation and decision on new submissions is coordinated and supervised by the editor-in-chief. If needed, an editorial advisor can be solicited to advise on specific points on the manuscript before the initial decision.

Reviewing for *Cell Biology*

The peer review process is an excellent opportunity for an external trusted expert to evaluate, appreciate, and provide comments on new manuscripts accepted for review in *Cell Biology*. These manuscripts that passed the initial editorial evaluation step are in-principle of interest for *Cell Biology* but may need to be further externally evaluated for technical, ethical and contextual aspects as well as the timeliness of their publication in regard to the current standards in life science and subdomains. This is also a good opportunity to suggest improvement of the manuscript to the highest quality standards in the field thanks to the reviewer feedback.

Cell Biology as a journal of Rviews Press promotes the recognition of peer reviewing as a contribution to the published material. Thus, the reviewer role is of importance and is endowed with responsibility in regard to the evaluated and/or endorsed articles. The editor takes into consideration the suggestions of the reviewers and objectively decide the most appropriate and relevant action for the technical, scientific and editorial improvement of the manuscript. The final decision to accept or reject a submission belongs to the editor.

Manuscripts submitted for publication in *Cell Biology* will have up to 6 unrelated reviewers. They may consist of a maximum of **2** long-time established researchers (appointed scientist in an institution/company), **2** early-career scientists (student or early post-doc) and **2** independent scientists (not appointed by an institution, working for themselves).

In principle a minimum of **two** reviewer endorsements including that of the handling editor is required for formal acceptance in-principle of a manuscript.

Below are outlined some guidance for helping the reviewer during the peer review process.



Editorial instructions

No conflict of interest

Before accepting to review a manuscript, the reviewer should ensure that she/he is not tied to the submission, or the results presented in the manuscript. She/he should not be working under the supervision or hierarchically responsible of the author. Working in the same domain or field in life science is not considered as a conflict of interest. But working on a subject that can be scooped by the submission is considered as conflict of interest by Cell Biology. If the reviewer is not sure, the editor should be informed about any suspicion of conflict of interest by exposing the situation. The editor will decide whether it may appear as conflict of interest or not. The reviewer will declare absence of conflict of interest for reviewing a manuscript for *Cell Biology*. This is consistent with *Cell Biology* aims and the mission of Rviews Press to promote transparency, responsibility and fair scholarly publishing experience.

On-schedule reviewing

Today information spreads very fast especially in the era of social media. Consistently, researchers, institutions and funding agencies encourage rapid and timely publication and public access to resulting materials of funded research. This is a requisite for ensuring the visibility of their effort toward knowledge acquisition. As all life scientists, the reviewers of *Cell Biology* are conscious of that fact. Thus, reviewers should ensure to be able to evaluate the manuscript and deliver the feedback report on time as scheduled and agreed. The invitation by the editor to review should formally include a deadline for submitting the review report. If needed, this schedule can be extended in agreement with the editor. As the deadline approaches, an automatic reminder will be sent to the reviewer for completing the feedback report.

Anonymity and confidentiality

Anonymity

The reviewers of manuscript for *Cell Biology* are anonymous and remain anonymous during all the editorial process. This is important to *Cell Biology*

to avoid all pressure and ensure independent conduct during the external evaluation of the submission. However, if the manuscript is accepted for publication, *Cell Biology* may propose to the reviewer to include her/his name to the endorsed article in a dedicated section. This is an innovative initiative of *Cell Biology* in line with the mission of Rviews Press to encourage the recognition of the contributions and responsibility of editors and reviewers in the scholarly publishing community. The reviewer can of course opt out the association of her/his name with the published materials after motivated decision in agreement with the editor. But this might represent an exception. *Cell Biology* does not publish the review reports which remain confidential even after the article publication. However, reviewers can decide to write a Correspondence or a News and Views article free of charge to aliment discussion on and around the published material.

Confidentiality

All manuscripts are confidential if they are in the editorial process until formal acceptance and publication in *Cell Biology*. Thus, reviewers should keep confidential all the materials at their disposal for the evaluation of a submission. After reviewing, all materials should be kept confidential until a decision is made about the submission. The reviewer can keep the material for their record if they can ensure the confidentiality. Otherwise, they should be destroyed and never shared with any other person including collaborators and colleagues.

The reviewer can suggest to the editor a colleague or collaborator because of expertise, availability or opportunity of learning (e.g. a student looking for experience in manuscript evaluation). But the reviewer should not directly share with anybody including but not limited to students under her/his supervision, colleagues or collaborators. In addition, should not use the data of the reviewed manuscript for their own purposes unless they are officially asked by the editor to contribute a News and Views article to be published with the reviewed article. If accepted and published, the data and article distributed by *Cell Biology* in Open Access

For Editors and Reviewers

Editorial instructions



under the CC BY³ license can be used by anyone including the authors, editors and reviewers.

Evaluation based on editorial policies

The reviewers are asked to be familiar with the editorial policies of *Cell Biology*⁴. The reviewers are mainly solicited for further evaluation of the technical, ethical, transparent and scientific aspects of manuscripts. The review solicitation is a formal proof of the interest of *Cell Biology* for the subject and the manuscript.

The aim of the reviewing process is to highlight the strengths and weaknesses of the manuscript in order to help the editor and the author to understand what is accomplished and what is needed to be addressed for proposing an article of the highest quality and ethical standards for publication (Figure 1). The participation of reviewers is highly appreciated in this constructive improvement and development of an impactful publication.



Figure 1: Reviewing a *Cell Biology* submission

Reviewing for *Cell Biology* consists in analysing and evaluating the manuscript to eventually make proposal of improvement if necessary

Therefore, we ask that the reviewer be objective, impartial and rigorous during the evaluation process and be courteous in their report. Indeed, we are all supporting the same goal: improve communication of scientific discoveries as well as the published contents. We are all learning to do better. Courtesy and kindness are advised common sense for the conduct of authors, editors and reviewers.

Reporting the review

The review report consists of different parts including but not limited to:

- The summary of the understanding of the reviewer about the manuscript. This is only fact report (no appreciation of the reviewer). This can include few bullets point to highlight the message.
- The general comment of the manuscript
- The strength and weaknesses of the manuscript seen by the reviewer
- The timeliness in current context in the field
- Comment on specific points that the reviewers want to emphasize
- Major concern and suggestion of improvement
- Minor concerns and suggestions of improvement
- Necessity of editorial scientific copyediting, artwork editing and correction for English to make the article accessible and understandable

Several aspects of the manuscript of *Cell Biology* are appreciated by the reviewer. They include:

- The impact on our understanding of the topic and the field in life science
- The importance in the current context
- Quality appreciation relative to high ranked publications in the field
- Quality appreciation relative to common quality standard in the field
- The supporting published data or references

Editorial instructions

- Impacts on technical advances
- Impact on technological developments
- Impact on the knowledge application in science and clinic
- Impact on human progress
- Scientific relevance
- Technical relevance
- Relevance of the used statistics
- Ethical compliance
- Readiness for immediate publication
- Readiness for publication after minor revision
- Readiness for publication after major revision

The reviewer may provide a numeric estimate of appreciation to these points: 1: Very strong, 2: strong, 3: satisfactory, 4: somewhat satisfactory and 5: Poor

The reviewer is advised to make suggestions to improve the manuscript in that specific aspect towards the highest level of appreciation.

This is the basis for making a relevant and effective reporting of the manuscript reviewing for *Cell Biology*. The report can be filled online in the platform of *Cell Biology* or a word/PDF document with the reviewer comments can be uploaded. The numeric appreciations should be filled in the reviewer space of our platform or through a confidential link provided by the editor after acceptance for reviewing.

The reviewer is kept in loop and informed about the decision on the manuscript and eventual submission of a revised version if he agreed to consider the evaluation of revisions. If accepted, it will be suggested to the reviewer in associate his name with manuscript and publish it in a dedicated section of the article in agreement with the journal policies.

Incentives and gratification for reviewers

Common encouragement to review

After the report of a review, *Cell Biology* will systematically grant the reviewer with a certificate of review, voucher and credit for future publication opportunity in *Cell Biology* or in a journal of Rviews Press.

Special case of independent researchers and early scientists

Cell Biology may also propose incentives in form of cash gratification as an encouragement in line with the mission of Rviews Press to promote the strong implication and recognition of independent researcher and early-career scientist in research evaluation as well as knowledge acquisition.

Declaration of interests

Adama Sidibé is the Editor-In-Chief of *Cell Reviews*, *Cell Biology* and *Cell Methods*, all journal of Rviews Press, Marseille, France.

Adama Sidibé is the founder of Rviews Press.

This document provides the guidance for editors, advisors and reviewers of manuscripts submitted to *Cell Biology* for publication.

Declaration concerning generative AI use

The author declares that no generative artificial intelligence (AI) tools were used to make this manuscript.



For Editors and Reviewers

Editorial instructions



Citing the article

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References

1. COPE COPE: Committee on Publication Ethics. COPE: Committee on Publication Ethics. <https://publicationethics.org/>.
2. SFU-PKP PKP Preservation Network. Public Knowledge Project. <https://pkp.sfu.ca/pkp-pn/>.
3. Creative Commons Deed - Attribution 4.0 International - Creative Commons. <https://creativecommons.org/licenses/by/4.0/?ref=chooser-v1>.
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Producer: Dr Adama Sidibé

Editor: Dr Adama Sidibé

Director of publication: Dr Adama Sidibé

Contact: asidibe@rviews.org

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