Publishing a special issue in Emerald

Once all these points have been addressed, the issue is complete and is finally ready for submission to the journal Editor and to Emerald.

Post-editing and post-publication

After the copy for the special issue is received at Emerald, the journal’s Publisher works with the production team to... papers within the issue, may be contacted either by the Publisher or a Quality Assurance Executive with editorial queries.

The publishing process typically takes around 8-12 weeks in total.

Guest Editors usually receive five complimentary copies of their special issue. Further copies of the issue may be available at extra cost or at the discretion of the journal Publisher prior to publication of the issue.

Emerald seeks to promote and sell special issues as widely as possible. The Call for Papers created by the Guest Editor at the start of the editing process provides valuable... Emerald is now looking at ways to sell special issues as e-books, bringing special issues to new markets and new readers.

Recent Emerald special issues

Journal of Business & Industrial Marketing


Business-to-business marketing practices in China

Guest Editor:

Brian Low, University of Western Sydney, Australia

The quest for the greatest untapped business-to-business market on earth remains difficult and fraught with challenges. While some have succeeded, many have also failed. The special issue, published in volume 22, issue 2, 2007, seeks to examine the nature and characteristics of business-to-business markets, and the strategies necessary to be successful in them.

Asian Review of Accounting

15:1 (2007)

Chinese accounting

Guest Editor:

Jeffrey Faux, Victoria University, Australia

Chinese accounting standards and practices are continuing to adapt to international market forces as the Chinese economy opens further to foreign investment. The quest for the greatest untapped business-to-business market on earth remains difficult and fraught with challenges. While some have succeeded, many have also failed. The special issue, published in volume 22, issue 2, 2007, seeks to examine the nature and characteristics of business-to-business markets, and the strategies necessary to be successful in them.

Journal of Small Business and Enterprise Development


Entrepreneurship and small business development in China

Guest Editor:

Dr Jun Li, University of Essex, UK

This special issue focuses on advances in entrepreneurship and small business development taking place within specific geographic areas. By most accounts, China’s economy is expanding rapidly, and there is an increasing demand for entrepreneurial activity in various sectors. The special issue, published in volume 13, issue 2, 2006, seeks to examine the nature and characteristics of entrepreneurship and small business development in China, and the strategies necessary to be successful in them.

Journal of Management Research

14:1 (2014)

The quest for the greatest untapped business-to-business market on earth remains difficult and fraught with challenges. While some have succeeded, many have also failed. The special issue, published in volume 14, issue 1, 2014, seeks to examine the nature and characteristics of business-to-business markets, and the strategies necessary to be successful in them.
Proposing a special issue

Once a need for a special issue has been identified, a proposing Guest Editor should contact the relevant journal Editor and Publisher (this information will be available on the journal homepage) with the following details:

- the scope of the proposed special issue
- evidence of demand for the special issue
- a clear timescale
- whether there is room in the publishing schedule
- an indication of how the scope of the issue fits
- an alternative Emerald journal, if the special issue is not suitable for a particular journal, the Editor and Publisher may be able to suggest an alternative Emerald journal.

Where a special issue proposal is not considered for a special issue. Some journals may have already filled issues for one, or even two volumes in advance, so may not be able to accommodate a special issue.

When sending papers out for review, it is helpful for Guest Editors to provide reviewers with clear instructions on the criteria against which papers should be assessed. This ensures that reviewers are aware of the standard required for the special issue and also provides space for anonymous comments which may be important for the guest editor.

The Editor and Publisher will consider proposals, taking into account:

- the Guest Editor to provide reviewers with clear guidelines on how to assess the paper and also provides space for anonymous comments which may be important for the guest editor.

The Guest Editor is responsible for managing the peer review process for the special issue and whilst the Journal Editor may be able to help in suggesting referees, the Guest Editor should always ensure that the referees are experts in the field.

The key stages of guest editing a special issue for Guest Editors are:

1. Making a start
2. Proposing a special issue
3. Publishing a special issue

The peer review process may take up to six months to complete, and the Guest Editor is responsible for ensuring that papers do not contain potentially libellous or defamatory material. The Guest Editor is responsible, along with the author and publisher, for ensuring that no article contains mistakes of fact or interpretation. It is worth noting that libel law in the UK, where Emerald is based, is generally more restrictive than in other countries.

Once papers have been reviewed, revised and accepted for publication, a special issue is complete. The Guest Editor should be able to create a Call for Papers and to draw up a project schedule which allows sufficient time for:

- the Guest Editor to submit final copy on the due date
- papers to be returned to authors and revisions
- referees to review contributions
- authors to submit papers
- the Journal Editor to provide reviewers with clear guidelines on how to assess the paper and also provides space for anonymous comments which may be important for the guest editor.

At this early stage, it is important that the Guest Editor understands clearly how closely the Journal Editor expects to be involved in decisions on the special issue. Some Guest Editors may not be prepared to accept as much involvement as they would like. It is important to ensure that the Journal Editor understands the Guest Editor’s role and the extent to which the Guest Editor is able to influence the special issue.

Once a special issue has been successfully published, the Guest Editor should provide feedback to the Journal Editor and Emerald. This feedback should be constructive and should be aimed at improving the quality of future special issues. The Guest Editor should also take note of the journal’s peer review process and should ensure that any future special issues are consistent with the journal’s standards.

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