

# ASME Journals Digital Submission Tool Guidelines and Information

## STATEMENT OF EDITORIAL POLICY AND PRACTICE

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The Technical Committee on Publications and Communications (TCPC) of ASME aims to maintain a high degree of technical, literary, and typographical excellence in its publications. Primary consideration in conducting the publications is therefore given to the interests of the reader and to safeguarding the prestige of the Society.

To this end the TCPC confidently expects that sponsor groups will subject every paper recommended by them for publication to careful and critical review for the purpose of eliminating and correcting errors and suggesting ways in which the paper may be improved as to clarity and conciseness of expression, accuracy of statement, and omission of unnecessary and irrelevant material. The primary responsibility for the technical quality of the papers rests with the sponsor groups.

In approving a paper for publication, however, the TCPC reserves the right to submit it for further review to competent critics of its own choosing if it feels that this additional precaution is desirable. The TCPC also reserves the right to request revision or condensation of a paper by the author or by the staff for approval by the author. It reserves the right, and charges the editorial staff, to eliminate or modify statements in the paper that appear to be not in good taste and hence likely to offend readers (such as obvious advertising of commercial ventures and products, comments on the intentions, character, or acts of persons and organizations that may be construed as offensive or libelous), and to suggest to authors rephrasing of sentences where this will be in the interest of clarity. Such rephrasing is kept to a minimum.

Inasmuch as specific criteria for the judging of individual cases cannot, in the opinion of the TCPC, be set up in any but the most general rules, the TCPC relies upon the editorial staff to exercise its judgment in making changes in manuscripts, in rearranging and condensing papers, and in making suggestions to authors. The TCPC realizes that the opinions of author and editor may sometimes differ, and hence it is an invariable practice that no paper is published until it has been passed on by the author. For this purpose page proofs of the edited paper are sent to the author prior to publication in a journal. Changes in content and form made in the proofs by authors are followed by the editor except in cases in which the Society's standard spelling and abbreviation forms are affected.

If important differences of opinion arise between author and editor, the points at issue are discussed in correspondence or interview, and if a solution satisfactory to both author and editor is not reached, the matter is laid before the TCPC for adjustment.