

LJRF VOICE

The mechanism envisaged is:

1. Editorial Board:

- There shall be an Editorial Board for the LJRF Voice Portal. The Editorial Board shall be responsible for the functioning of the LJRF Voice
- The editorial board shall consist of a Convenor, Co-Editors and two representatives as a nominee by the LJRF Executive Board.
- The number of Co-Editors may be decided by the LJRF Executive Board from time to time. Each Co-editors shall be assigned to any of the 5 broad areas identified.
- The Convenor shall sort the article submitted based on the broad areas and assign the articles to the corresponding Co-Editor along with details of recommended reviewers.
- The assigned Co-Editor must check the article for plagiarism. The maximum allowed plagiarism limit is 10%. All articles exceeding the 10% Plagiarism limit must be reverted to the author for revision. The Assigned editor would be responsible for running minimal spell and grammar checks.
- The article passing the first round of review by the assigned Editor shall be sent across to the Reviewer for the review process.
- The reviewed Article must be collected from the Reviewer and in case of comments or corrections, such comments must be communicated to the Author.
- The revised article must be collected from the Author and mailed to the original Reviewer for the Third/Final round of review.
- An article passing the final round of review must be uploaded to the Website.
- The Article should include a 100-150 words abstract, Full name and current designation of the Author, along with a passport size photo.

2. Editor Trainees:

- There shall be Editor Trainees attached to an Editor.
- The Editor- Trainee shall assist the Editor in the functioning of LJRF Voice.
- The Editor- Trainee shall be appointed by the Editorial Board through a process conceived by the Board from time to time.
- Editor trainees should be law undergraduates or graduates.

3. Review Board:

- The Review Board consists of all Reviewers of LJRF Voice.
- It shall be the responsibility of the Convenor to Identify and create a pool of Reviewers. The Co-editors and the LJRF Nominees may assist the Chief Editor in the Venture.

4. Technical Committee:

- There shall be an LJRF Voice technical committee to coordinate the technical works of LJRF Voice.
- This Committee may be formed from the members of the LJRF Technical Committee.
- The LJRF Voice Technical Committee shall be responsible to maintain the website and ensure the smooth functioning of the same.
- The LJRF Voice Technical Committee shall also be in charge of maintenance and updating the Advertisements etc. on the website.
- The Convenor shall constantly be in touch with the Technical Committee for the smooth functioning of the website.