Appendix P.1. Sample Acceptance Letter

Dear Professor XXXXX:

We have read your manuscript, “XXXXXXXX.” The revisions that you made to the manuscript are very effective in addressing the remaining concerns. Our decision is to accept the manuscript for publication in American Sociological Review (ASR). Please consider this letter notification of the formal acceptance of your manuscript. Thank you for your patience with the review process.

Our Managing Editor, Mara Grynaviski, will soon contact you regarding the first stage (the copyedit proof stage) of the production process. We will be making some editorial changes ourselves to make the article more accessible, and you will have such edits to review at the copyediting stage.

Also, we have a new feature at ASR, which allows authors to provide a podcast discussing their published work. A link to the podcasts will then appear on the ASR website and interested listeners will be able to hear the author(s) discuss various features of the research. We would like to invite you to collaborate with Sage Publications to produce an audio podcast for your paper. Of course this is entirely voluntary on your part, but we would like to encourage you to take advantage of the opportunity, particularly perhaps with students in mind, who are often very interested in accessing new sociological research through this medium. As we move closer to the publishing date for your article, we will contact you about the possibility of scheduling a short call with Lisa Hanson at Sage (Lisa.Hanson@sagepub.com) where you would simply talk about your research for the podcast.

PLEASE NOTE: The copyedit proof stage is crucial. It is the only opportunity for the author(s) to make necessary corrections to the text of the article. When you receive your copyedit proof, please check it thoroughly. Significant changes after this stage are not possible and even minor changes are difficult given the production schedule adopted by ASR. After the copyedit proof stage, the article is typeset and a PDF proof is e-mailed to the corresponding author for proofreading and for approval of the layout of tables and/or figures. The above instructions will be repeated in the e-mail that Mara Grynaviski will send to you with the copyedit proof (sent as MS Word document attachments).

We look forward to seeing your manuscript in the pages of ASR. We feel that it is a creative and significant contribution to the field of terrorism/counter-terrorism studies. Congratulations on a fine piece of scholarship!

Sincerely,

Tony N. Brown, Katharine M. Donato, Larry W. Isaac, Holly J. McCammon
Editors, American Sociological Review
ASR@vanderbilt.edu
Appendix P.2. Sample Conditional Accept Letter

Dear XXXXXXX:

The reviews are in on your manuscript "XXXXXXX" and it is time for us to make a decision. Based on the reviewers’ comments and our own reading of the manuscript, our decision is to conditionally accept the paper for publication in American Sociological Review (ASR).

We offer you a conditional acceptance because we want to signal our enthusiasm for the paper. However, we also want to be clear that this acceptance is conditional and that there remains work yet to be done in preparing the manuscript for what we hope will be eventual publication.

In preparing the next draft, please consider the very useful and detailed comments by reviewers 1 and 4 oriented toward improving the manuscript’s effectiveness. The comments should be carefully considered and implemented if possible toward the goal of creating a manuscript with maximum punch. Put yourself now in the shoes of a wide readership and eventual graduate-seminar readings packets – make sure the analysis is sound, thoroughly vetted, and considers (without belaboring) the significant counter arguments.

In the case of reviewer 1, there are two issues to which we would like you to pay special attention—(a) the call for information on categories and coding, and (b) inter-coder reliability. Reviewer 4 asks for additional clarification of “dualism” and “tragic” and suggests also that you might enrich your analysis by systematically highlighting the “temporality” and “spatiality” themes.

At the risk of being redundant, please note that it is our goal that all ASR manuscripts be accessible to as much of the potential readership as possible – the vast majority of those with sociology PhDs from research universities should be able to understand why the issue is important, what the argument is, and what the findings are. These goals are achieved in the abstract, introduction, and conclusions but also have implications for writing throughout the manuscript. For example, all subdisciplinary jargon should be translated into ordinary English so that readers outside the subdiscipline can understand and benefit from your article. Please be mindful of the manuscript’s length when making revisions. Any additions should be significantly offset by tightening the prose elsewhere and the next draft should be no longer than 13,000 words.

Please review the enclosed final manuscript submission checklist to make sure that all of these items are addressed.

Finally, to encourage replication and validation of published research, consider adding a footnote offering access to the data, coding syntax, statistical commands, or selected narrative materials. Such supplemental materials might, for example, be posted on your own website. Alternatively ASR will consider posting them on its “Supplemental Materials” website.

To revise your manuscript, log into http://mc.manuscriptcentral.com/asr and enter your Author Center,
Appendix P.2. Sample Conditional Accept Letter

where you will find your manuscript title listed under "Manuscripts with Decisions." Under "Actions," click on "Create a Revision." Your manuscript number has been appended to denote a revision.

You may also click the below link to start the revision process (or continue the process if you have already started your revision) for your manuscript. If you use the below link you will not be required to login to ScholarOne Manuscripts.

http://mc.manuscriptcentral.com/asr?XXXXXXX

You will be unable to make your revisions on the originally submitted version of the manuscript. Instead, revise your manuscript using a word processing program and save it on your computer. Once the revised manuscript is prepared, you can upload it and submit it through your Author Center.

When submitting your revised manuscript, you will be able to respond to the comments made by the reviewer(s) in the space provided. You can use this space to document any changes you make to the original manuscript. In order to expedite the processing of the revised manuscript, please be as specific as possible in your response to the reviewer(s).

IMPORTANT: Your original files are available to you when you upload your revised manuscript. Please delete any redundant files before completing the submission.

Submission of the manuscript to another professional journal while it is under review by ASR is regarded by the American Sociological Association (ASA) as unethical, and significant findings or contributions that have already appeared (or will appear) elsewhere must be clearly identified. All persons who publish in ASA journals are required to abide by these ASA guidelines and ethics codes. We thus assume that this manuscript or a substantially similar version of it is not under review elsewhere and that portions have not been published elsewhere in whole or in part. Please let us know if either of these conditions is not true.

Congratulations on your fine research. We look forward to seeing the next draft. We will review the next draft in-house (editors and deputy editors) and make a decision on that basis. We are excited about the prospects for this paper and feel it has the potential to make a significant contribution to our understanding of the relationship between state actions and terrorist responses.

Sincerely,
Tony N. Brown, Katharine M. Donato, Larry W. Isaac, Holly J. McCammon
Editors, American Sociological Review
ASR@vanderbilt.edu