



HEKMA PRESS PUBLISHING PROGRAMME: ESTIMATED TIMELINE AND AUTHOR RESPONSIBILITIES

Hekma Press is dedicated to publishing prestigious, rigorously peer-reviewed scholarly works, with a primary focus on authors from South Africa and the Global South. This document outlines the estimated schedule for the publication process, assisting authors in navigating the meticulous journey of academic book production.

Please Note: These estimated durations are based on average turnaround times for academic publishing and are not contractual guarantees. The overall schedule is dependent on the timely cooperation of external reviewers and the author's own responsiveness.

SECTION A: ESTIMATED PRODUCTION SCHEDULE

The table below details the typical sequence and projected duration of the key production milestones following the formal acceptance of your manuscript proposal.

Stage of Publication	Estimated Duration
Initial Peer Review	1–3 months
Language and Copy-Editing	2–4 weeks
Author Corrections and Revisions	2–4 weeks
Layout and Typesetting Design (this includes initial layout and subsequent rounds of author corrections)	1–2 months
Final Print Proofing and Corrections	2–4 weeks
Printing and Binding	2–4 weeks



There is much within the control of Hekma Press during the publishing process, but peer review relies heavily on the capacity and responsiveness of scholarly peers. Academic responsibilities and their own research may lead to delays.

Similarly, the turnaround time from our authors contribute to the project remaining on schedule.

SECTION B: AUTHOR RESPONSIBILITY AND PROCESS

Acknowledgment

This section confirms the author's understanding of critical steps that influence the production timeline, particularly those reliant on external academic input or author capacity.

B.1. Initial Peer Review

The peer review phase is often the lengthiest component, essential for maintaining the academic standard of Hekma Press titles. It relies on the availability of external scholars in your field.

Process Detail	Acknowledgement (Author Initial)
I understand that the review period is subject to the academic schedules of external reviewers, and I acknowledge that technical or niche manuscripts may require extended time due to the difficulty in securing suitable expertise.	
I accept that delays caused by delayed responses from potential reviewers or	



reviewers not adhering to deadlines are beyond the control of Hekma Press.	
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B.2. Language and Copy-Editing

A professional editor will refine the manuscript for grammatical, stylistic, and referencing consistency.

Process Detail	Acknowledgement (Author Initial)
I understand that the quality and consistency of the submitted manuscript directly affect the time required for language and copy-editing.	

B.3. Author Corrections and Revisions

This period is for the author to integrate feedback from peer review and the language editor.

Process Detail	Acknowledgement (Author Initial)
I acknowledge that the 2–4 week estimated duration for this stage is entirely dependent on my own capacity and timely response, and any delay will extend the overall publication schedule.	

B.4. Layout (typesetting) and Design

Following revision submission, Hekma Press handles the interior layout and cover design. Digital proofs will be sent to the author for rigorous review before proceeding to the next stage. This process requires the author’s prompt and focused attention.



Process Detail	Acknowledgement (Author Initial)
I understand that the final timeline for this stage is dependent on Hekma Press's design capacity and my prompt response to any design queries or requests for input.	
I commit to reading, correcting, and returning all digital page proofs promptly, within the schedule as outlined in the project plan.	
I will clarify early in the production process whether I, the author, or a professional indexer will be responsible for preparing the book's index upon receipt of the digital page proofs.	

B.5. Final Proofing and Corrections

Final page proofs will be sent to the author for rigorous review before printing. As during typesetting, this phase demands the author's prompt and focused attention.

Process Detail	Acknowledgement (Author Initial)
I commit to reading, correcting, and returning all printed page proofs promptly, usually within 10 business days of receipt or as otherwise outlined in the project plan.	
I acknowledge that excessive alterations made to the proofs (other than the correction of printer's errors) will incur charges.	



SECTION C: AUTHOR DECLARATION

I, the undersigned author(s)/editor(s), confirm that I have read and understood the Hekma Press estimated publishing timelines and the responsibilities outlined above. I accept that the Press cannot be held liable for delays caused by external forces, including peer reviewers, supply chain issues, or my own non-compliance with the required deadlines.

Signature	Date (dd/mm/yyyy)