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Appointment as Editor-in-Chief of XXXX

Dear Professor Miller,

It is indeed a pleasure to announce your appointment as Editor-in-Chief of *Journal Name* (XXXX). By accepting the appointment your name will appear as “Editor-in-Chief” on the website <http://www.scirp.org/journal/xxxx> and under “Editorial Board” in the front matter of the journal. The appointment is initially for two years commencing on 1st March 2015. Your term may be renewed consecutively for two more years if you and SCIRP agree upon this.

As an Editor-in-Chief, you will be expected to:

- take an active part in the peer review process as Editor-in-Chief (<http://www.scirp.org/aboutUs/ForAuthors.aspx>) with quick response,
- take the ultimate responsibility for the peer review process and the academic quality of the journal,
- supervise editing of manuscripts for each issue with respect to scientific writing and layout conventions,
- approve bulk promotional e-mails for the journal and agree to changes in Article Processing Charges (APC),
- advance the standing of the journal in its scientific community and increase its impact,
- select Editorial Board members for the journal, decide if you want to select an Associate Editor-in-Chief,
- choose the topics to be covered by the journal,
- promote the journal at relevant conferences and other public events.

Your benefits as Editor-in-Chief of XXXX:

- you will be strongly supported in your daily work by a full time Editorial Assistant,
- for your own submitted papers to XXXX (those papers you are the corresponding author) you do not need to pay Article Processing Charges (APC),
- your recommended papers will enjoy an 50 % discount on APC; your first four recommended papers in each calendar year are even exempt from APC.

If you accept the appointment subject to the above terms, you’re welcome to sign one copy of this letter and return the scanned version via email to us before **15th February 2015**. Thank you for your support!

Yours sincerely

I hereby agree to the terms of my appointment set forth above.

Prof. Dr. Huaibei ZHOU (Barry)
President of SCIRP

Your signature:
Date

SCIRP’s Company Registration

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SCIRP’s President

Prof. Dr. Huaibei ZHOU (address: see Principal Place of Business)

Principal Place of Business

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