

## The peculiarities of the peer-review process

### Peer Review and Quality Control

As soon as the manuscript is submitted by an Author, an Editor estimates whether it matches the journal's scope.

The Editor checks whether the manuscript has been prepared in accordance with the necessary requirements. The papers, which do not correspond to the standard criteria, can be rejected.

Once the primary check is finished, each manuscript has to undergo a **single-blind** peer-review carried out by independent researchers with a relevant area of expertise. The peer-review process is aimed at ensuring research materials of high quality and serves as a validation mechanism of scholarly publishing.

The reviewer's report is an essential part of the process. The Scientific.net provides the reviews with an understandable report form.

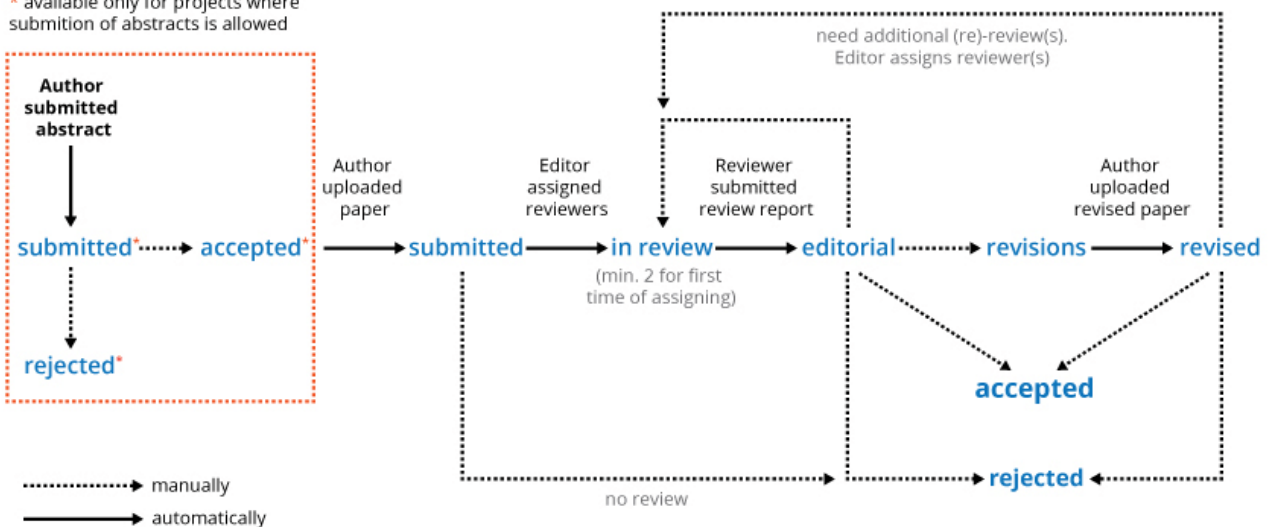
Having completed the reviews, all the Reviewers send the expanded reports with their own comments and suggestions to the Editor. The comments on the manuscript should be detailed, constructive and polite, not containing any personal remarks or details including the Reviewer's name.

The Reviewers are not able to accept or reject the papers, however, their points of view and recommends are highly important and are always taken into account by the the Editor, who issues the final verdict.

**Having considered the Reviewers' reports, the Editor or the Editorial board come up to their final decision, which can be as follows:**

- To accept the paper without any changes (acceptance): the paper will be published in its original form.
- To accept the paper with optional minor changes (acceptance): the paper will be published as soon as the Author makes some small corrections.
- To revise the paper (mandatory minor/major revision): the paper will be reviewed after the Author(s) introduce(s) the changes suggested by the Reviewers and/or the Editor.
- To reject the paper (rejection): the paper will not be published or reconsidered for publication even if the Author(s) makes a major revision.

\* available only for projects where submission of abstracts is allowed



## Reviewer's Responsibilities

All Reviewers have to follow the [Ethical Guidelines for Peer Reviewers](#) outlined by the Committee on Publication Ethics (COPE).

### General duties and responsibilities of Reviewers:

- Reviewers must treat manuscripts received for peer review as confidential documents.
- Confidential information or ideas obtained in the process of peer review must not be disclosed and used for personal advantage.
- Reviews should be objective; their observations should be presented in a clear way and accompanied by supporting arguments so that the Authors could use them for correcting and improving the papers.
- In the case of not being able to continue reviewing the assigned manuscript or to meet the deadline, the Reviewer should notify the Editor and excuse himself from the review process.
- Reviewers should recognize a relevant published work that has not been cited by the Author. Any statement that has been previously reported elsewhere should be properly cited.
- Reviewers should not consider the manuscripts, in which they have a conflict of interest resulting from competitive, cooperative, or other relationships or contacts with any of the Authors, companies, or institutions related to the papers.

Before accepting or declining a peer review request, Reviewers should take into consideration the following aspects:

- Does the paper fit your scientific area of expertise? You should accept the request if you feel you can provide a high-quality review.
- Do you have a potential conflict of interest? Disclose it to the Editor when responding.
- Do you have time? Reviewing can be time-consuming. Before accepting the request, make sure that you can meet the deadline.

### Conducting the Review

Reviewers will be asked to evaluate the manuscript based on a number of criteria.

#### 1. Originality.

The paper has to be original and present a scientific novelty. All the journal standards have to be met.

#### 2. Structure.

The paper has to be well-structured, all figures and tables should be clear, the grammar and language have to be at a high level. Besides, the following key elements ought to be presented: keywords, abstract, introduction, methodology, results, conclusions and discussions, references.

Consider the following aspects:

*Language* – Is English satisfactory? Does the manuscript contain any mistakes or errors?

*Title* – Is the title appropriate?

*Keywords* – Are the keywords appropriate?

*Abstract* – Does it convey the content of the paper?

*Introduction* – Does the Author mention the objectives of the work, indicate the relevance of the results and present references to relevant literature? Does it describe what the Author aimed to achieve and clearly outline the problem under investigation?

*Methodology* – Does the Author explain the data collected accurately? Are the equipment and materials adequately described?

*Results* – Have all of the Author's results been explained and justified?

*Conclusions and Discussions* – Do the conclusions correspond to the results? Do the conclusions explain the significance of the obtained results?

*References* – Are there any important works that have not been included? Are the references to related works accurate and adequate?