

Reviewing procedure

for articles submitted to the Editorial Board

of „Annals of Civil Engineering”

The procedure for reviewing scientific articles submitted to the Editorial Board of Annals of Civil Engineering consists of the following stages:

- First, the editors made a formal substantive and technical assessment of research papers reported. This means that the subject of articles must be within a thematic scope of the journal, ie. must relate to the scientific issues of civil engineering. Reported work can not be previously published anywhere. The submitted article should comply with editorial standards in accordance with the template published on the website of the Annals. If the article does not meet the basic criteria described above it is returned to the author (or the person submitting the collective work) with appropriate information from the Editor.
- To assess the submitted article two independent reviewers are appointed specializing in the domain which is related to the area of the subjects raised in the scientific work.
- The Editorial Board prefers the reviews prepared with the principle of double anonymity („double- blind review process”). The author (or authors) and reviewers do not know their identities. In other cases, the reviewer signs a declaration of no conflict of interest with the author (or authors). A conflict of interest is understood that there are no personal relationships (like kinship, legal relationships, conflict), professional relationships, direct scientific cooperation in the two years prior to preparing the review.
- The review contains a clear proposal for the conditions of admission of a scientific article for publication or rejection of it.
- Rules concerning the eligibility of scientific papers correspond to the fulfilment of the criteria contained in the form of review, which is available on the website of the Annals.
- The names of the reviewers of individual articles published in the Annals are not disclosed.
- List of cooperating reviewers is published once a year on the website of the Annals.
- Basing on ratings from reviews the Editorial Board decides to reject, accept or refer the article to the author (or the person submitting the collective work) in order to make corrections.