

Ethics Statement

1) Editors

- Editors have full editorial independence and are responsible for deciding which of the articles submitted to the *West Croatian Journal of History* (*Časopis za povijest Zapadne Hrvatske*) should be published.
- Editors are accountable for all content published in the *West Croatian Journal of History* (*Časopis za povijest Zapadne Hrvatske*). Accordingly, they must be ready to publish corrections and apologies when necessary.
- Editors evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.
- Editors evaluate manuscripts objectively based on their academic merit free of any commercial or self-interests.
- Editors require authors, reviewers and editorial board members to disclose potential conflicts of interest.
- Editors are accountable for recruiting qualified and highly competent reviewers.
- Editors consider the manuscript and the reviewers' comments before making a final decision either to accept, accept with revision or to reject a manuscript.
- Editors take every effort to ensure that all submissions comply with academic integrity standards, particularly with respect to plagiarism, data falsification, image manipulation and the like.
- Editors should not disclose any information on submitted manuscripts before publication of the manuscript, with an exception of the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher.

2) Reviewers

- Manuscripts are reviewed by two independent experts in the relevant area who make a scientific assessment and a recommendation to the editors. In case of conflicting opinions the Editorial board retains the right to ask for an additional review.
- Reviewers remain unknown to authors.
- Reviewers are responsible of providing a detailed, constructive, and unbiased evaluation in a timely manner on the scientific content of the work.

- Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.
- A peer reviewer assists in making editorial decisions and through the editorial communications with the author **and/or the Editorial Board** may also assist the author in improving the paper.
- Any manuscripts received for review are expected to be treated as confidential documents.
- Referees should express their views clearly with supporting arguments.
- Reviewers should call to the editors' attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.
- Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors or institutions connected to the papers.

3) Authors

- Authors are accountable for all aspects of their research submitted for publication to the *West Croatian Journal of History* (*Časopis za povijest Zapadne Hrvatske*). Authors of a multi-author submission have joint responsibility for their research, unless stated otherwise.
- Authors should cooperate with editors to rectify any errors.
- Authors should disclose potential conflicts of interest.
- Authors should publish all sources of their research funding, including both financial and non-financial support.
- Authors should respond to comments of reviewers in a relevant and timely manner.
- Authors are expected to carefully check proofs supplied by editors before authorizing them.
- Authors should comply with ethical research standards and must be prepared to provide sufficient proof on request.
- Authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others, that this has been appropriately cited or quoted.
- Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behavior and is unacceptable.

- Authors should obtain permission to use any third party images, figures and the like from the respective copyright holders.