

Ethical code of the journal *Kroatologija*

Kroatologija is an interdisciplinary journal of the Faculty of Croatian Sciences of the University of Zagreb. The journal publishes scholarly articles in the fields of social sciences and the humanities. *Kroatologija* also publishes thematic sections, interviews, reports on academic conferences, debates, apologia, polemics, essays, overviews, in memoriams, reviews and, exceptionally, translation of papers from foreign languages.

The editorial board exclusively accepts unpublished manuscripts. The editorial board of *Kroatologija* upholds the highest ethical and scientific standards in scholarly publishing.

The journal *Kroatologija* is publicly available through the website Hrčak (<https://hrcak.srce.hr/kroatologija>).

The manuscripts are accepted or denied solely according to the defined and published standards of publication in the journal, without taking into account: sex, age, race, nationality, religion, citizenship, political leanings, academic level or the author's place of employment.

The editor-in-chief and the executive editor are bound to maintain the integrity and secrecy of the received manuscript during the peer review process and the acceptance or decline of publication in the journal.

The editor-in-chief is responsible for selecting competent and qualified peer-reviewers and the regular, correct and timely conduct of the peer review process.

The peer review process is double-blind, namely the communication between the authors and reviewers is done between the editorial board, represented by the editor-in-chief, and the author. The peer review process implies two or more reviews of one manuscript.

The categorization of the papers is defined by the reviewers. In case of differing conclusions between two reviewers, the editor-in-chief may seek out the opinion of a third reviewer, and the final decision on accepting the paper for publication, as well as on the categorization, is defined by the Editorial board.

The editor-in-chief and the executive editor, as well as the Editorial board, guarantee anonymity for the authors and reviewers after the peer review process. The reviewers are bound to protect the integrity of the author's work.

The authors are responsible for the originality and authorship of their manuscript sent for publication in the journal. If they utilize the work of other researchers, they must properly cite their sources. They are obligated to get permission for publishing images or documents from the copyright holders. The authors must name the organizations, scientific projects or institutions which supported their research that is presented in the article.

The authors cannot send a manuscript to the journal *Kroatologija* which has already been published in print. This act will be seen as the exploitation of the free and voluntary work of the peer reviewers and the Editorial board headed by the editor-in-chief.

In sending in their manuscripts to the Editorial board of the journal *Kroatologija*, the authors agree to the sending of their manuscripts into a peer review process by the Editorial board and the editor-in-chief, and in case of a positive review, the articles will be published on the journal's website and in the print issue.

In case of doubts regarding the misuse of the author's data, plagiarism, using false information or conflicts of interest, the Editorial board of the journal *Kroatologija* will proceed according to the recommendations of the Ministry of science and education and the Ethical guidelines of the "Committee on Publication Ethics" (COPE).