

ETHICAL NORMS

Ethical responsibilities of authors

Authors are responsible for the authorship and originality of their contributions.

Exceptionally, with the consent of the editorial board, translations of already published articles may be published, as well as articles previously published in an abbreviated or amended version, with appropriate indication of the place of first publication.

When submitting a contribution, authors should submit the order of authors' names. Changing the order, deleting or rearranging the name can be done before accepting the contribution, with the written consent of all authors.

Any form of plagiarism or the use of other authors' scientific or professional contributions without reference is not acceptable. In the event that the author notices a deviation from the above good academic practices after receiving the contribution, he or she is obliged to inform the editorial board and eliminate the deficiency or withdraw the paper. If such case occurs and is being noticed after the article publication, the author must withdraw it or publish a correction.

Authors should obtain permission to print images, documents and other materials from the copyright holders, and shall take full responsibility for them after publication.

The responsibility of editors and editorial board

Editors and the editorial board are responsible for the scientific quality and implementation of ethical norms in the entire published content of each edition on the basis of the so-called a double-blind review in which the identities of the author and each of at least two reviewers are completely hidden. The editors guarantee complete anonymity to the author until the publication of the contribution, and the right to withdraw the text is guaranteed in case the author is not satisfied with the reviews.

In the first step, the contributions that are received are evaluated by the editorial board, which includes a basic check of the relevant topic within the scientific fields covered by the journal, scientific relevance and originality. The editorial board may reject a contribution before the review process if it considers that the contribution is outside the journal's area of interest, if it is of poor quality and does not meet the technical rules for formatting papers and reference rules, and if it finds that the author does not adhere to ethical standards.

An editor may exclude members of the editorial board from the editorial process if they are in a conflict of interest (collaboration or other form of association with the authors, authorship or participation in the review process).

In case of suspicion of unethical conduct (plagiarism, self-plagiarism, redundancy, data manipulation, change of authorship, etc.) the editorial board will act in accordance with the recommendations of the International Committee on Publication Ethics (COPE), which are also available at the official Web page of the Ministry of Science and Education of the Republic of Croatia.

Complaints against editorial decisions are addressed directly to the editorial board, which acts in accordance with the recommendations.

In principle, editors do not publish their own scientific contributions. Exceptionally, based on the conducted assessment of the scientific contribution, this may be allowed with the provision of an independent double-blind review.

The policy of publishing personal data is in line with the norms of the General Data Protection Regulation of the European Union (GDPR).

Responsibility of reviewers

Two reviewers are proposed by the members of the editorial board, taking into account their competencies with regard to research areas and the application of specific methods. The guidelines for reviewers list the categories of papers as well as the criteria of critical and constructive evaluation, detailed explanation of comments and suggestions.

Reviewers are required to notify the editorial board if they feel they are not sufficiently qualified with respect to the topic of the paper and if they are in a potential conflict of interest regarding the contribution they are reviewing.

The editorial board analyses the reviews, and in case of different grades, the editorial board makes the final judgment or forwards the paper to the third review. Reasons for rejecting a contribution that have undergone a review process may arise solely from scientific shortcomings (originality, clarity, relevance).

By agreeing to participate in any phase of the preparation and publication of individual issues of the journal, all participants commit to these ethical norms, as well as other accepted norms and practices of the academic community.