Peer review process

Scientific and professional papers that pass the first editorial reading are submitted to the double-blind peer review where neither the identity of the author nor of the reviewer is revealed. Therefore, the editorial board recommends to the authors to remove in advance from the text and reference list all information which could reveal the author's identity and to remove them from the properties of the electronic document.

After the submitted reviews and potential additional changes, the authors should deliver to the editorial board the new version of the manuscript as well as an explanation where they state which suggestions from the reviewers were acknowledged and how, and which were rejected (along with an explanation). A paper which is significantly revised or altered after the review is considered a new paper and is sent to a new review. The editorial board will reject a paper that was previously rejected and then sent again in the same or similar form.

The editorial board institutes at least two reviewers for every paper. Possible suggestions of the authors regarding reviewers can be acknowledged in exceptional cases when the author and the reviewer belong to a relatively narrow, specific scientific area and are not in an institutional or collaborative relation. Also exceptionally, the editorial board can acknowledge the author's suggestion to omit certain reviewers from the reviewing procedure, if there is reasonable doubt in the conflict of interest in the reviewing procedure. Reviewers are obliged to notify the editorial board about a potential conflict of interest in regards to the author or the content of the paper submitted to them for reviewing and in such a case the editorial board will dismiss further reviewing.

It is the responsibility of the reviewer to treat the submitted paper as a confidential file. Reviewers can not use data or theses from the reviewed article for their own research. During the reviewing procedure reviewers can not communicate directly with the authors. Reviewing is not paid.

Editorial board can reject a paper before the reviewing procedure if it determines it does not correspond with the scientific focus of the journal.

It is the responsibility of the editorial board to keep track of the reviews and ensure that the reviewing procedure is finished in the agreed upon time.

Editorial board reserves the right to editorially adjust the manuscript to the journal's propositions and to the standards of the Croatian or foreign language.

Editorial board Studia lexicographica