

- Duties of editors

An article submitted to the journal is first read by one of the editors who then decides whether it can be sent out for review. Should the decision be negative, another editor is consulted before a final decision is reached.

If the decision is positive, an anonymized version of the article will be sent out to a reviewer.

Knowledge obtained from submitted material may not be used by the editors for personal advantage.

- Duties of peer reviewers

Peer reviewers help editors in deciding whether a manuscript meets publication standards.

Manuscripts accepted by a reviewer for reviewing must be treated confidentially and not be discussed with others.

If there is a conflict of interest, peer reviewers should let the editors know immediately.

A review should be objective. Critical comments should be clearly phrased and supported by arguments. In general, the feedback provided by peer reviewers should be constructive and ideally help or guide authors in how to further improve their work.

Information obtained from manuscripts under review must not be used for personal advantage by peer reviewers.

- Duties of authors

The authors should ensure that their work is original and report data accurately. Work by others must be appropriately acknowledged and citations from that work must be clearly marked as such. If screenshots of content on a given web page are reproduced prior written consent from the author of that web page must be obtained and submitted together with the manuscript.

Multiple submission of a manuscript to different journals is not permitted. A manuscript should present original work whose content does not significantly overlap with that described in another manuscript that has either already been published or that has been submitted to another journal.

Any person who has substantially contributed to a manuscript should be a co-author. The main author should keep co-authors informed about the progress of the review process.

Any financial support of the research reported in the manuscript should be duly acknowledged.

- Duties of publisher

Any article that has been accepted for publication must be published in the next available slot in a journal issue.