



EGITANIA SCIENCIA JOURNAL EDITORIAL POLICY

Approved at:		By:	EGITANIA SCIENCIA EDITORIAL COUNCIL
Proposed by	Research Unit for Inland Development		

RESEARCH UNIT FOR INLAND DEVELOPMENT

EGITANIA SCIENCIA JOURNAL EDITORIAL POLICY

The editorial policy of a scientific journal is how scientific production and its features should be held and the characterization of journal's distribution and sales. This policy defines priorities, the relevance subjects to present in the journal and its structure.

Considering that nowadays science is no more compartment in distinct areas, but aggregates several different types of knowledge around one single objective, Egitania Scienza Journal seeks to define a broad character promoting multi-disciplinary and trans disciplinary research and knowledge in a way that all published manuscripts serve the same purpose of scientific and technological development, creating a space for scientific debate and knowledge transfer across many fields.

Egitania Scienza editorial policy is designed according to this goal seeking to increase value and prestige to this publication, with the terms and orientations described as follow:

Article 1

(Aims and scope of the journal)

1. Egitania Scienza Journal as a scientific and technological broad character with the purpose to promote scientific and applied research, seeking to communicate knowledge and contributing for the qualified research and field studies development, fostering work methodologies and different types of cooperation, as well as the articulation of knowledge share and network;
2. The journal aims to publish findings and exchange knowledge on the development of new research theories, methodologies and applications. In this vein, the journal welcomes and accepts papers for publication that use a wide variety of research methodologies including: conceptual papers, empirical studies based on both qualitative and quantitative methodologies, experimental, case studies and policy-oriented contributions. However, published papers should clearly address the practical implications of the research reported.

Article 2

(Characteristics)

1. Egitania Scienza journal has a scientific nature, and is published by Guarda Polytechnic Institute (IPG) twice per year, exceptionally publishing special issues;
 2. In the special issues the journal will have specific editors responsible for the publications, not necessarily the same as to a normal issue publication. These editors are defined by the expertise area of their curriculum and the scientific subject of the special edition of Egitania Scienza;
 3. This journal receives scientific contributions in the format of a scientific article;
 4. The publication language may be Portuguese, Spanish and English;
 5. The journal is printed on paper but it will be published in a digital format using an online platform that would become the only type of publication in the near future.
- Egitania Scienza will be distributed to the authors and reviewers for free and will be available four purchasing on-line and at IPG. Also it will be possible to find this journal on ProQuest database and on EBSCO distribution circuit.

Article 3

(Articles originality and author rights)

1. The scientific articles submitted to *Egitania Scienza* should be originals and not been published elsewhere, the authors have to confirm and declare their originality authorizing the journal to publish, giving up their authors rights, authorizing their indexation on international network data bases in which the journal is accepted or might become accepted, guaranteeing that they will not be published in the same format or in on other language, without previous journal authorization;
2. Is due to the author to take responsibility to get authorization on the publication of texts, figures and images or any other material that may reclaimed authors rights;
3. To publish each scientific work , its authors have to write and send a declaration with the following text:

Declaration

I, (Name of the author), born in (local), (country), holder of ID Number, I hereby declare that relinquish the rights of my article entitled 'article title' for the journal Egitania Scienza. The same article results from an original work and will not propose to other magazines or journals."

Article 4

(Articles submission and review process)

1. Every article proposed to be publish are submitted to a *double blind referring process*, through the online submission and referee process, where each author, or referee, may monitor the progress of its submission at any time;
2. Every submitted paper will be double blind review by 2 anonymous reviewers
3. The articles shouldn't be delivered on paper, or have authors names or any kind of structure that allows the identification of its authors;
4. The referees for each article are chosen by two editors, by the criteria of their expertise area, listed in the Scientific Committee of *Egitania Scienza*, and it's not possible to choose the same referee to more than one article in each journal, or to be a referee in consecutive numbers publish of the journal;
5. The referee criteria to make their report are expressed in the form in annex 1 (Referee Report) to this document;
6. The scientific articles submitted should obey to the submission rules described in annex 2 (Rules for article submission) to this document.

Article 5

(Ethical code of conduct)

1. Egitania Scienza will conduct its editorial policy guided by ethic guidelines. In doing so, the journal expects that authors and reviewers also to adhere to the highest ethical standards;
2. Failure to comply with the ethical principles may result in a letter of reprimand, a suspension of publishing in Egitania Scienza, and/or notification of the authors' or reviewers' institutions;
3. The publisher, editors, author and reviewer ethical duties are here resumed:
 - a. Duties of the Publisher - IPG is committed to ensure that advertising, reprint or other commercial revenue has no impact or influence on editorial decisions and to set standards for best practices on ethical matters, errors and retractions;
 - b. Duties of Editors - The editors, chosen for Egitania Scienza are committed to have a transparent publication decision, fair play, respect confidentiality and aware of the

questions regarding disclosure and conflicts of interest and consequently to respect them;

c. Duties of Reviewers - The reviewers that make the Scientific Committee of Egitania are committed to contribute to the editorial decision, respect confidentiality, be fair and respect standards, objectivity, and acknowledgement of source and aware of the questions regarding disclosure and conflicts of interest and consequently to respect them;

d. Duties of Authors - Authors that publish in Egitania must respect the reporting standards, be clear on data access and retention, be original, don't submit the same paper to a multiple or concurrent publications, declare their authors rights, acknowledge sources, be respectful for human and animal rights in their articles contents and be aware of the questions regarding disclosure and conflicts of interest and consequently to respect them.

Article 6

(Review and omissions of the Editorial Policy)

1. The Editorial Policy may be review and altered by the Editorial Board in their annual meeting if justified and approved by the majority of the board present;
2. Any omissions of the editorial Policy should be resolved by the Editorial Board of Egitania Scientia.