

**MANDATORY RULES
REGARDING THE PUBLICATION OF STUDIES AND ARTICLES IN THE
COGITO – MULTIDISCIPLINARY RESEARCH JOURNAL**

General Rules:

For the publication of an article or study in our journal, *Cogito - Multidisciplinary research journal*, it is required that it should be peer reviewed by a specialist in the field from the editorial board. This activity is being done since the first issue.

Only manuscripts that are the outcome of research in a certain field are accepted for publishing.

The manuscript formatting rules are established by the journal's editorial board, in accordance with the international and national accepted regulations

Articles are included in every issue after a thorough peer-review process, taking in to account the summary of the journal and of the space allocated by fields.

All three involved parties – the author, the editor, and the reviewer – are obliged to comply with the international and national legal, ethical, academic and professional standards regarding the development and the publication of scientific research results.

It is necessary to agree upon standards of expected ethical behaviour for all parties involved in the act of publishing: the author, the journal editor, the peer reviewer and the publisher.

Articles are accepted only on the criteria of value, and with no fees.

Our ethic statements are based on COPE's Best Practice Guidelines for Journal Editors.

Publication decisions

Publication decisions

The editor-in-chief is responsible for deciding which of the articles submitted to the journal should be published.

The editor may be guided by the policies of the journal's editorial board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The editor may confer with other editors or reviewers in making this decision.

An editor at any time evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

Confidentiality

The editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

The editor or any other member of the editorial team will not disclose information to other parties about the submitted manuscripts, except to the author, evaluators, potential evaluators, other editorial advisers and the publisher.

Disclosure and conflicts of interest

Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the express written consent of the author.

Duties of Reviewers

Contribution to Editorial Decisions

The reviewer will elaborate a review of the studies and articles, expressing agreement or disagreement for their publication

The reviewer will assist the editors in the editorial decision and requests, if necessary, to communicate with the author to improve their articles.

Standards of Objectivity

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

Reviewer's rights

Any selected reviewer who feels unqualified to evaluate the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor-in-chief and excuse himself from the review process.

Acknowledgement of Sources

Reviewers should identify relevant published work that has not been cited by the authors. A reviewer should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

Disclosure and Conflict of Interest

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage.

Reviewers should not consider manuscripts in which conflicts of interest may arise from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

Duties of Authors

Reporting standards

Underlying data should be represented accurately in the paper. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.

The authors assume exclusively the liability for the paper's content

Acknowledgement of Sources

Proper acknowledgment of the work of others is mandatory. Authors should correctly cite publications that have been influential in determining the nature of the reported work.

Originality and Plagiarism

The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted. The legal responsibility for plagiarism rests exclusively with the authors.

Multiple, Redundant or Concurrent Publication

An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behaviour and is unacceptable. The author is required to state to the editor if his work was partially or fully published before.

Authorship of the Paper

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors.

The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included on the paper, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

Disclosure and Conflicts of Interest

All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed.

Fundamental errors in published works

When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal editor and cooperate with the editor to retract or correct the paper.