

Journal of Engineering, Energy and Informatics

REGULATIONS

Journal of Engineering, Energy and Informatics

Periodical of the Faculty of Engineering Science of ANS Nowy Sącz

GENERAL PROVISIONS

Section 1

The Journal of Engineering, Energy and Informatics (hereinafter JEEI) is a yearbook issued by the Scientific Publications Division of the University of Applied Sciences in Nowy Sącz.

Section 2

The periodical is published in paper (primary) and electronic version.

Section 3

It contains articles concerning mechanical engineering, production engineering, processing, logistics, storage and warehousing, production and services management, design and operation of machinery and production lines, bio-energy industry, IT for production engineering and services, electronics and IT engineering, mechatronics and issues related with environmental engineering (in the field of engineering and technical sciences).

Section 4

The periodical contains materials in form of: scientific articles, whitepapers and scientific news.

Section 5

The materials presented in the periodical also include outstanding theses of students of the Faculty of Engineering Science of the University of Applied Sciences in Nowy Sącz. Works submitted for publication must have scientific or innovative character.

Section 7

Articles may be published in Polish or English.

ORGANISATIONAL STRUCTURE OF THE PERIODICAL

Section 8

1. The units of the Periodical include: Scientific Council, Editorial Team

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Section 9

The Scientific Council is composed of scientific experts representing Polish and foreign institutions.

2. A reviewer of the JEEI periodical can be a specialist approved by the Editor in Chief or the Scientific Council as competent in the subject of a given work.

Section 10

The Editorial Team is composed of: The Editor in Chief, Thematic Editors, Statistical Editor, Language Editors (Polish, English), Secretary Editor, Members of the Editorial Team.

Section 11

The Editor in Chief is appointed and dismissed by the Rector of the University of Applied Sciences in Nowy Sącz.

Section 12

The Editor in Chief appoints and members of the Editorial Team and the Scientific Council.

Section 13

The office of the Editorial Team is located at the Technical Institute of the University of Applied Sciences in Nowy Sącz.

REVIEWING AND PUBLICATION OF ARTICLES

Section 14

1. Only texts that have not been published anywhere else or submitted for publication in other periodicals or monographs may be admitted for publication in the JEEI yearbook.

2. Articles shall be accepted free of charge and the author/authors shall not be entitled to receive any remuneration.

Section 15

The volume of articles shall not exceed:

- Whitepapers – up to 15 pages (A4), presenting the status and direction of development of science in a chosen field.
- Scientific papers – up to 10 pages (A4), including original results of completed theoretical or experimental research that may contribute to the improvement of scientific knowledge in a chosen field.
- Scientific news – up to 3 pages (A4), presenting separate fragments of research as well as original opinions, methods of measurements or methods of interpretation of measurement results.
- Outstanding students' theses – up to 15 pages (A4), including original results of completed theoretical or experimental research in a chosen field.
- Innovative works – up to 10 pages (A4).
- In justified cases, the Editor-in-Chief may consent to the increased volume of the article.

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Authors shall submit scientific articles that fulfil formal requirements along with an abstract, keywords, authors' affiliation details, contact person identification and a written declaration (containing the information on the percentage of contribution of individual authors, if submitted article has multiple authors).

Section 16

The Editorial Team reserve the right to make non-substantial changes in submitted articles.

Section 17

Reviewing procedure:

- 1) The Editor in Chief shall pass submitted articles to proper thematic editors for preliminary assessment.
- 2) The Thematic Editor shall accept submitted articles for review or reject them, by a written statement sent to the Editor in Chief, due to poor substantial quality, failure to meet formal requirements or when its content is not fully consistent with the JEEI profile.
- 3) The Editor in Chief shall be responsible for the final decision on admittance of material for review.
- 4) The articles shall be reviewed against payment by at least two reviewers not related with the unit affiliated by the author of the publication. The reviewers must have at least a PhD degree.
- 5) The reviews shall be made in a written form and contain a clear statement on acceptance or rejection of the article.
- 6) Only the articles that receive at least two positive reviews may be published. If one of the reviews is negative, proper Thematic Editor shall send the text to another Reviewer.
- 7) If the article receives a review with a conclusion that it "may be accepted for publication if the Reviewers suggestions are taken into account" or "may be accepted after complete reworking and another review", proper Thematic Editor shall send the review to the author, who will have 14 days to make suggested modifications. The final decision on the publication shall be made by the Editor in Chief with a proper Thematic Editor, after assessing conformity with the Reviewers' suggestions.
- 8) If the author of the article is the Editor in Chief or a Thematic Editor, the decision mentioned in paragraph 7 above shall be made by the members of the Scientific Council.
- 9) A review template is available on the JEEI website.
- 10) The list of all reviewers is published once in a year on the JEEI website.
- 11) Authors and Reviewers do not know their identity (*double-blind review process*). The names of reviewers of particular articles are not disclosed after publication.

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Additional provisions

Section 18

Works are not archived or sent back to their authors.

Section 19

The graphical form of the Periodical and applicable Regulations are determined by the Editorial Committee. Possible modifications can be made no more than once in a year.

Section 20

The decisions concerning all matters related with financing the activity of the JEEI shall be made by the Rector of the University of Applied Sciences in Nowy Sącz.

Section 21

The Editor in Chief can make amendments to the Regulations of the Periodical upon the consent of the Rector of the University of Applied Sciences in Nowy Sącz.

Section 22

Any decisions concerning matters related to the publication of the Periodical that has not been mentioned in the Regulations of the Periodical, shall be made by the Editor in Chief.