

Peer review procedure of scientific contributions to Archives of Thermodynamics

- The peer review procedure of submitted for consideration to publish papers is consistent with the recommendations of the Ethics in Science Group at the Ministry for Science and Higher Education, outlined in the guidelines titled „Good practices in peer review procedures in science”, Warsaw 2011, as well as the reviewing principles contained in the Communication of the Minister for Science and Higher Education of 29th May 2013.
- Submission of the paper for consideration to publish is unanimous with placing the consent on the publishing procedure to be executed by the Editorial Office of Archives of Thermodynamics.
- Prior to sending the paper for evaluation by reviewers submitted papers are initially screened by the Editor-in-Chief.
- Each positively screened paper is assigned the unique editorial number, which unanimously identifies the paper in subsequent stages of the publishing process.
- Each paper is reviewed by two independent expert referees with affiliation different from that of the Authors of contribution. Until 31st December 2014 the process was single-blinded whereas from 1st January 2015 it is double blinded. Reviewers are selected by the Editor-in-Chief.
- The reviewers are free to deny the evaluation process which subsequently is gratuitous.
- The review has a written form. The evaluation sheet is placed on the journal website <http://www.imp.gda.pl/archives-of-thermodynamics/>
- The reviewer submits the evaluation sheet to the Editorial Office either electronically to the office mailbox or on the evaluation sheet or in the printed out form with signature.
- The review process should not exceed the period of 6 months.
- The result of reviewing process is the reviewer’s statement informing about:
 - (a) paper rejection;
 - (b) paper acceptance with the following option:
 - in the form as submitted,
 - after editorial corrections,
 - after essential improvements agreed with the reviewer,
 - if thoroughly rewritten and reviewed again,
 - if supplemented with additional investigations, rewritten and reviewed again.
- The Editorial Office releases to Authors only the part of the review in its part justifying the decision about publication, without information about the reviewers. The whole of correspondence regarding the proceeded contribution is subsequently stored at the journal’s Editorial Office.
- Once a year the Editorial Office of Archives of Thermodynamics places on the journal website the up to date list of collaborating reviewers.
- Following the receipt of the reviews containing a unanimous conclusion with respect to the paper acceptance or rejection the Editor-in-Chief takes up the final decision about the paper acceptance or rejection. That decision is immediately conveyed to the Authors together with the paper evaluation forms.
- The Editorial Office can ask Author(s) of the contribution to introduce relevant correction and enhancements suggested by the reviewers and/or Editorial Office. Following their introduction the paper is verified by the Editorial Office. Non conformance to the recommendations by the reviewers and Editorial Office by cause the paper rejection.
- The final decision regarding the paper publishing together with the timescale is with the Editor-in-Chief. That decision is made on the basis of the analysis of the reviews and final version of the paper submitted by the Author(s).