Archives of Foundry Engineering peer-review procedure

The peer-review process lasts about 8 weeks and is based on clear standards and rules as follows:

1. Formal evaluation made by Editorial Board including Subject Editor. The author is informed whether the submission is accepted for peer-review or rejected.

2. The paper is marked with the unique editorial number which allows to identify the paper during the review process.

3. The anonymous paper (the editorial number given) is followed to typically three Reviewers (no less than two) who are the specialists in the paper's scientific subject. The Reviewers are carefully selected by the Editor-in-Chief and the Subject Editors. The standard Peer-review on-line Form is used for the review purposes. The Reviewers promise to keep all the matters regarded to the process in secret and that he will not use the knowledge before the paper is published.

4. After the review is done the Editorial Board informs the author about the results and all the Reviewers' remarks or suggestions. The author is obliged to re-submit the revised version of paper in two weeks.

5. The decision made can be as follows:

'**initial accept** – the paper may be published with no revision or must be only professionally edited

'**accept after changes suggested by reviewer'** – the paper must be revised according to the Reviewers' remarks and suggestions; the new peer-review process is not necessary, the final decision is made by Editorial Board

'**rate manuscript once again after major changes and another review**' – the paper must be revised according to the Reviewer remarks and suggestions; then it is sent again to the Reviewers' for final check; the final decision is made by Editorial Board

'r**eject**' – the paper is not suitable for publishing. The author may re-submit it after major changes and thorough re-edition (according to the Reviewers' remarks).

When the Reviewers do not make any remarks or Author made all the necessary changes the Editorial Board finally accepts the paper for publishing then it is sent to the language editor and after that prepared for publishing.