

## PEER REVIEW PROCESS

At least one recommended reviewer must be provided by the author at the submission stage. Suggested reviewers should not have been collaborators or coauthors within the previous three years, nor should they have provided substantial advice or critique of the submitted manuscript.

Manuscripts considered relevant will be reviewed by at least two referees and final decision is at the discretion of the Editor-in-Chief. In the first instance, the editor-in-chief, in consultation with the board of editors, evaluates papers submitted to the journal, and determines if the manuscript is suitable and appropriate for the journal. Manuscripts may be rejected without peer review if they do not comply with the instructions to authors or are beyond the aim and scope of the journal.

The papers will be subject to blind refereeing by two reviewers, who are asked to classify the paper "as it is", "with minor revisions", "with major revisions" or "reject". The potential article to be published are evaluated by members of the Editorial Board or other collaborators with competences on the paper topics. If there are people you think should not be invited to review your paper, please provide their information, as well as the reason for opposition.

Reviewers evaluate the articles based on the following criteria: journal requirements, scientific quality, importance in its field, clearly presented and argued results, relevant and up-to-date bibliographical references, adequate illustrations or drawings, compliance with ethical and moral norms. Reviewers should be asked at the time they are asked to critique a manuscript if they have conflicts of interest that could complicate their review. Authors should ensure that the paper itself contains no footnotes or statements which allow the reviewer to identify the author.

The author will be informed about the result of the peer review process. The authors should revise the manuscript in accordance with the referee's opinions and upload it back to the editor-in-chief of the journal.

Proof will be sent to the corresponding author only once and it should be returned without delay. The Editor could make some modifications in text, including as edit style, arrangement, and language adaptations before publishing.

The peer review process lasts less than one month but it may be longer for review articles depending on the manuscript length and required changes.