Economic Challenges - Publication policy

# Reviewing procedure

## Peer reviewers

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* Lacmanović Darko, University Mediteran, Montenegro
* Karić Dušica, Alfa University in Belgrade, Serbia
* Saračević Muzafer, University in Novi Pazar, Serbia
* Ujkanović Enis, University in Novi Pazar, Serbia
* Ahmetagić Esad, University in Novi Sad, Serbia
* Paović-Jeknić Gordana, University of Montenegro, Montenegro
* Kurtović Halid, University in Zenica, Bosnia and Herzegovina
* Arsić Ljiljana, University in Prisitna, Serbia
* Meta Mehmed, University in Novi Pazar, Serbia
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* Bektović Džemil, International Balkan University, North Macedonia
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* Međedović Sefer, University in Novi Pazar, Serbia
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* Petres Tibor, University of Szeged, Hungary
* Dobardžić Eldin, University in Novi Pazar, Serbia
* Plojović Šemsudin, College of Vocational Studies for Information Technologies ITS, Belgrade, Serbia
* Milenović Miodrag, Faculty of Philosophy in Niš, University of Niš, Serbia
* Ivanović B. Aleksandar, University of Montenegro, Montenegro

## Peer review process

Papers are submitted through the Open Journal system at the link: <https://publikacije.uninp.edu.rs/index.php/ei/submission>

The new author needs to register, while the next time he needs to log in. Papers are exclusively submitted through this system.

Manuscripts are sent for review only after the initial assessment of whether, given the form and thematic scope, they are suitable for publication in a journal. Particular attention is paid to the fact that the initial assessment does not last longer than is really necessary.

After the initial evaluation of the work, if it is positive, the work is checked for plagiarism through the tool - program https://plagiarism-detector.com/, which showed a high level of reliability, with the efficiency of the application being regularly checked and its reliability.

If the paper has passed the plagiarism test and there are no disputable parts in the paper, then the paper is sent anonymously to two peer-reviewers. Anonymity is achieved by deleting all data on the author's name and other metadata from the paper. As a proof of that, it can be seen that most of the authors are not from the University of Novi Pazar.

After two reviews are positive, the paper is accepted for further publication. If peer-reviewers suggest some changes, those changes are forwarded to the authors. We are trying to complete the whole process within a month.

In regular circumstances, the process of publish lasts a maximum of six months, and only exceptionally up to a year. The period from the receipt of the paper to its publication lasts half a year.In regular circumstances, the review process lasts a maximum of six months, and only exceptionally up to a year. The period from the receipt of the paper to its publication lasts half a year.

During the review process, the Editor-in-Chief may request the author to provide additional information, including primary information, if necessary to make a judgment on the manuscript. The editor and reviewers must keep such information confidential and may not use it for other purposes.

Resolving inconsistences

During the review process, the Editor-in-Chief may request the author to provide additional information, including primary information, if necessary to make a judgment on the manuscript. The editor and reviewers must keep such information confidential and may not use it for other purposes.In case the authors have serious and well-founded objections to the review, the editorial board checks whether the review is objective and whether it meets academic standards. If there is any doubt about the objectivity or quality of the review, the editor hires additional reviewers.

Additional reviewers are also hired in case the reviewers' decisions (reject / accept) are contradictory or otherwise irreconcilable.

The final decision on accepting the manuscript for publication is made exclusively by the Editor-in-Chief.

# Responsibilities

## Authors' responsibilities

Authors are exclusively responsible for the contents of their submissions. Authors affirm that the article contains no unfounded or unlawful statements and does not violate the rights of third parties.

Authors warrant that their manuscripts are their original works, that they have not been published before, and are not under consideration for publication elsewhere. Parallel submission of the same paper to another journal constitutes a misconduct and eliminates the manuscript from further consideration. The work that has already been published elsewhere cannot be reprinted in the journal Economic Challenges.

Authors must make sure that their author team listed in the manuscript includes all and only those authors who have significantly contributed to the submitted manuscript. If persons other than authors were involved in important aspects of the research project and the preparation of the manuscript, their contribution should be acknowledged in a footnote or the Acknowledgments section.

It is the responsibility of the authors to specify the title and code label of the research project within which the work was created, as well as the full title of the funding institution. In case a submitted manuscript has been presented at a conference in the form of an oral presentation (under the same or similar title), detailed information about the conference shall be provided in the same place.

Authors are required to properly cite sources that have significantly influenced their research and their manuscript. Parts of the manuscript, including text, equations, pictures and tables that are taken verbatim from other works must be clearly marked, e.g. by quotation marks accompanied by their location in the original document (page number), or, if more extensive, given in a separate paragraph.

Full references of each quotation (in-text citation) must be listed in the separate section (Literature or References) in a uniform manner, according to the citation style used by the journal. References section should list only quoted/cited, and not all sources used for the preparation of a manuscript.

When authors discover a significant error or inaccuracy in their own published work, it is their obligation to promptly notify the Editor-in-Chief (or publisher) and cooperate with him/her to retract or correct the paper.

Authors should disclose in their manuscript any financial or other substantive conflict of interest that might have influenced the presented results or their interpretation.

By submitting a manuscript the authors agree to abide by the Editorial Policies of The journal Economic Challenges.

## Editorial responsibilities

The Editor-in-Chief is responsible for deciding which articles submitted to the journal will be published. The decisions are made based exclusively on the manuscript's merit. They must be free from any racial, gender, sexual, religious, ethnic, or political bias. When making decisions the Editor-in-Chief is also guided by the editorial policy and legal provisions relating to defamation, copyright infringement and plagiarism.

Members of the Editorial Board including the Editor-in-Chief must hold no conflict of interest with regard to the articles they consider for publication. Members who feel they might be perceived as being involved in such a conflict do not participate in the decision process for a particular manuscript.

The information and ideas presented in submitted manuscripts shall be kept confidential. Information and ideas contained in unpublished materials must not be used for personal gain without the written consent of the authors.

Editors and the editorial staff shall take all reasonable measures to ensure that the authors/reviewers remain anonymous during and after the evaluation process in accordance with the type of reviewing in use.

## Reviewers' responsibilities

Reviewers are required to provide the qualified and timely assessment of the scholarly merits of the manuscript. The reviewer takes special care of the real contribution and originality of the manuscript. The review must be fully objective. The judgment of the reviewers must be clear and substantiated by arguments.

The reviewers assess manuscript for the compliance with the profile of the journal, the relevance of the investigated topic and applied methods, the scientific relevance of information presented in the manuscript, the presentation style and scholarly apparatus. The review has a standard format.

The reviewer must not be in a conflict of interest with the authors or funders of research. If such a conflict exists, the reviewer is obliged to promptly notify the Editor-in-Chief. The reviewer shall not accept for reviewing papers beyond the field of his/her full competence.

Reviewers should alert the Editor-in-Chief to any well-founded suspicions or the knowledge of possible violations of ethical standards by the authors. Reviewers should recognize relevant published works that have not been considered in the manuscript. They may recommend specific references for citation, but shall not require to cite papers published in Economic Challenges, or their own papers, unless it is justified.

The reviewers are expected to improve the quality of the manuscript through their suggestions. If they recommend correction of the manuscript prior to publication, they are obliged to specify the manner in which this can be achieved.

Any manuscripts received for review must be treated as confidential documents. Reviewers must not use unpublished materials disclosed in submitted manuscripts without the express written consent of the authors.

# Ethical publishing

## Dealing with unethical behaviour

Anyone may inform the Editor-in-Chief / Editorial Board at any time of suspected unethical behaviour or any type of misconduct by giving the necessary credible information/evidence to start an investigation.

Editor-in-Chief makes the decision regarding the initiation of an investigation.

During an investigation, any evidence should be treated as confidential and only made available to those strictly involved in the process.

The accused will always be given the chance to respond to any charges made against them.

If it is judged at the end of the investigation that misconduct has occurred, then it will be classified as either minor or serious.

Minor misconduct (with no influence on the integrity of the paper and the journal, for example, when it comes to misunderstanding or wrong application of publishing standards) will be dealt directly with authors and reviewers without involving any other parties. Outcomes include:

## Sending a warning letter to authors and/or reviewers.

Publishing correction of a paper, e.g. when sources properly quoted in the text are omitted from the reference list.

Publishing an erratum, e.g. if the error was made by editorial staff.

In the case of major misconduct the Editor-in-Chief may adopt different measures:

Publication of a formal announcement or editorial describing the misconduct.

Informing officially the author's/reviewer's affiliating institution.

The formal, announced retraction of publications from the journal in accordance with the Retraction Policy .

A ban on submissions from an individual for a defined period.

Referring a case to a professional organization or legal authority for further investigation and action.

The above actions may be taken separately or jointly. If necessary, in the process of resolving the case relevant expert organizations, bodies, or individuals may be consulted.

When dealing with unethical behaviour, the Editorial Board will rely on the guidelines and recommendations provided by the Committee on Publication Ethics (COPE).

## Plagiarism prevention

Journal Economic Challenges does not publish plagiarised papers. The Editorial Board has adopted the stance that plagiarism, where someone assumes another's ideas, words, or other creative expression as one's own, is a clear violation of scientific ethics. Plagiarism may also involve a violation of copyright law, punishable by legal action.

Journal of Economic Challenges after the initial evaluation of the work, if the work is positive, is checked for plagiarism through a tool - program https://plagiarism-detector.com/, which showed a high level of reliability, with the effectiveness of the application regularly checked and its reliability.

## Plagiarism includes the following:

Verbatim (word for word), or almost verbatim copying, or purposely paraphrasing portions of another author's work without clearly indicating the source or marking the copied fragment (for example, using quotation marks) in a way described under Authors’ responsibilities ;

* Copying equations, figures or tables from someone else's paper without properly citing the source and/or without permission from the original author or the copyright holder.
* Any manuscript which shows obvious signs of plagiarism will be automatically rejected. In case plagiarism is discovered in a paper that has already been published by the journal, it will be retracted in accordance with the procedure described under Retraction policy .

To prevent plagiarism the manuscripts are submitted to a plagiarism detection process using iThenticate/CrossRef. The results obtained are verified by the Editorial Board in accordance with the guidelines and recommendations of the Committee on Publication Ethics (COPE).

## Retraction policy

Legal limitations of the publisher, copyright holder or author(s), infringements of professional ethical codes, such as multiple submissions, bogus claims of authorship, plagiarism, fraudulent use of data or any major misconduct require retraction of an article.

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