

PEER REVIEWING STATUTE

Concerning the papers submitted for publication in “Vestnik of National Tourism Academy”

1 General statutes

1.1. The present Statute defines the process of peer review of works (manuscripts, articles) submitted to the editorial board of the Russian Scientific Journal “Vestnik of National Tourism Academy”.

1.2. Peer review is committed to select the most current, original and innovative scientific papers for publication, to increase the quality of published articles and to guarantee the high scientific level of the journal.

1.3. Editorial board uses single-blind reviewing model, when a reviewer knows the author’s name, but the author doesn’t know the reviewer’s name.

Whenever necessary a double-blind reviewing is used, when both the reviewer and the author don’t know each other’s names.

1.4 All initially examined materials submitted for publication are accepted for review (ref. to 2.1.).

1.5 The author is fully responsible for the scientific subject of the article, references, quotations, and for the protection of the third party author’s rights.

2 Peer review process

2.1. Contributed paper is initially evaluated as to whether it meets the subject and specialization of the journal, requirements for submitting (length, structure, GOST compliance, etc.), as well as it contains matching content (borrowings) (<https://www.antiplagiat.ru/>).

The initial review is completed by the editors within 10 days. The authors are notified of the review results by phone or by e-mail.

2.2. Authors working on doctoral and candidate dissertations must send the review made by well-known specialists or the extract of the record of faculty meeting on the publishing recommendation, or a review (letter of recommendation) of scientific advisor, which proves the research applicability and that the article meets all requirements for submitting.

2.3. Editorial board accepts third party reviews (as an addition), but all submitted articles are still subject to editorial modifications.

2.4. Peer review is made by the members of Editorial board as well as outside experts on behalf of the editors.

All the reviewers are leading experts in the corresponding field of reviewing materials and they have had scientific publications on the subject of reviewing article for the last three years.

2.5. Review must objectively assess the paper and contain thorough analysis of its scientific and methodical advantages and disadvantages. Reviewer must assess following points: the content of the paper should be new or original, deal with issues that are timely; it must be useful to researchers and practitioners; presented data must be valid; all definitions and wordings used by the author must be valid and exact; conclusions should be properly supported; reference list should be made according to the requirements; practical material should be representative; all examples, tables, pictures must be well-illustrated.

Reviewer must assess the author's personal contribution to the solving of scientific issues. The review should assess logic, language and style of the text and their correspondence to the standards of literary and scientific language.

2.6. According to the review results, the expert must make one of the following decision:

- Article is recommended for publishing (without remarks);

- Article is recommended for publishing after correcting with the account of remarks (without rereview);
- Article must be revised and re-reviewed;
- Article is not recommended for publishing.

2.7. Original research papers are kept at the publishing office and on the Editorial Board for 5 years and can be presented on request to the Ministry of Education and Science of the Russian Federation.

Copies of the peer review are sent to the authors of submissions.

2.8. The final decision about publishing is made by the Chief Editor or Vice Chief Editor.

Editorial Board notifies the author about the decision and the period of publication by e-mail.

Maximum term of peer review since the date of submission until the final decision on its publication is 1 month.