

# EDITORIAL POLICY OF THE JOURNAL FOR GERMAN AND SCANDINAVIAN STUDIES

The editorial board of the Journal of German and Scandinavian Studies is guided by the ethical principles formulated by the [Committee on Publication Ethics \(COPE\)](#) and encourages the authors who publish in the journal to familiarise themselves with them.

## **The review process**

In order to be approved for publication, all submissions, regardless of genre, have to undergo a process of double peer review by experts in the relevant academic fields.

The manuscripts are sent to the email address of the journal [JournalGermScand@fcml.uni-sofia.bg](mailto:JournalGermScand@fcml.uni-sofia.bg) in the MS Word (.doc/.docx) file format in two versions. The first version must be prepared in accordance with the Instructions for Authors, published on the website of the journal. The second version needs to be anonymised. In the text of the submission, the data about the author (name and affiliation to a academic institution) must be removed. Any personal information must be removed by means of [MS Word's function Inspect Document](#).

Before the review stage, the submitted manuscripts are examined by the editorial board, which evaluates whether they are in line with the aims and the thematic scope of the journal and whether the requirements stated in the Instructions for Authors have been abided by.

Manuscripts that do not meet these requirements are sent back to the author for a revision in accordance with the recommendations of the editorial board.

A manuscript that has successfully passed the adequacy check described above, is evaluated anonymously by two referees, who assess its scientific value and originality.

Depending on the referees' conclusion, the editorial board decides to accept the manuscript for publication, to send it back to the author for a revision or to reject it. The author is informed about the decision of the editorial board.

Submissions in which plagiarism is detected are rejected. Manuscripts that have already been published, are forthcoming ("in press") or are due to be published elsewhere, are not accepted for publication.

The instructions for authors submitting manuscripts can be found on the website of the Journal for German and Scandinavian Studies.

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