

## INFORMATION OF EDITORIAL BOARD FOR AUTHORS OF MANUSCRIPTS

### FREQUENCY OF RELEASE OF EACH CURRENT ISSUE

The journal is published quarterly, that is, once every 3 months.

#### **Planning the journal release includes:**

Submitting the articles – up to the 15<sup>th</sup> of the second month of each quarter for publication in the nearest issue.

Publication of this article – up to the 15<sup>th</sup> of the second month of the next quarter.

One of the main principles of the edition - **precision in execution of publication terms of each current issue.**

### RULES FOR WRITING AN ARTICLE

Starting from 2018, the manuscripts of 3 types of articles are submitted by the **Editorial Board** of the journal:

- a. research papers (template – link) of 6–8 pages volume;
- b. review papers (template – link) of 5–8 pages volume;
- c. short messages (template – link) of 2–4 pages volume. Here the templates for each type of articles are provided by the appropriate links. The full text of the articles to be published should be drawn up in the order separated by paragraphs and, if necessary, by the sub-paragraphs.

If the manuscript is submitted in Ukrainian, the List of References is carried out twice (for the 1<sup>st</sup> time, when the References are given in the original language, and for the 2<sup>nd</sup> time the References are formed in English, with references of Ukrainian and other Slavic sources given in Latin). When submitting an article in English, the list of References is indicated once (in English).

At the same time, the style for designing an article chosen by the editorial board of the magazine is the IEEE style (Ukrainian-language explanation at [https://ztu.edu.ua/ua/science/files/1\\_IEEE-style.pdf](https://ztu.edu.ua/ua/science/files/1_IEEE-style.pdf))

**Incomplete Manuscripts submitted for publication or in a form other than those specified by these data, ARE NOT CONSIDERED!**

The journal allows the authors to hold their copyright and to retain publishing rights without restrictions.

### EDITORIAL POLICIES

#### **Principles of professional ethics in the activities of the editor and publisher**

The work of the editor responsible for the publication of copyright works, which imposes the necessity of passing the following fundamental principles:

- when deciding on publishing editor of scientific journal is guided reliably view and scientific value of the work under consideration.
- editor should evaluate manuscripts intellectual content regardless of race, gender, sexual orientation, religion, origin, nationality, social status or political affiliation of authors.
- unpublished data obtained from submitted manuscripts should not be used for personal purposes or transferred to third parties without the written consent of the author. Information or ideas received during editing and related to possible benefits should be kept confidential and not used for personal gain.
- editor must prevent manuscripts from plagiarism that is realized by IT program unplug.com.
- editor, in conjunction with the publisher, should not unresponsive claims related to the manuscripts or published material in question, as well as when the conflict situation is identified, take the necessary steps to restore the infringed rights.

**Ethical foundations in the work of the reviewer**

Reviewer provides scientific expertise of copyright material, so that its actions should be impartial in nature, which is subject to the following principles:

- manuscripts for review must be treated as a confidential document that cannot be transferred for review or discussion with third parties, which do not have that authority from the editors.
- reviewer is obliged to objectively and reasonably evaluate the results of the research. Personal criticism of the author is unacceptable.
- unpublished data obtained from manuscripts submitted for consideration should not be used by the reviewer for personal purposes.
- reviewer who does not possess, in his opinion, sufficient qualifications to evaluate the manuscript, or may not be objective, for example, because of a conflict of interest with the author or organization, must notify the editorial board with a request to postpone him from reviewing this manuscript.

**Principles to guide the author of scientific publications**

Author (or collective of authors) is aware that he is personally responsible for the novelty and reliability of the results of scientific research, which presupposes compliance with such principles:

- author / authors of the article should submit reliable results of the research. Mistaken or falsified results are considered inappropriate.
- authors must ensure that the results of the research presented in the given manuscript are completely original. The borrowed fragments or statements must be made with the obligatory indication of the author and the original source. Excessive borrowings, as well as plagiarism in all forms, including unformed citations, rephrasing or assigning rights to the results of others' research, are unethical and unacceptable.
- it is necessary to acknowledge the contribution of all persons who in one way or another influenced the course of research; in particular, references should be given in the article to the works that were important in conducting the research.
- authors should not submit to the journal a manuscript, previously sent to another journal, or a manuscript under consideration, or an article published in another journal.
- co-authors of the article should be indicated by all persons who have made a significant contribution to the research. Among co-authors it is unacceptable to indicate those who did not participate in the study.
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**EDITORIAL PROCEDURES AND PEER-REVIEW**

Each paper is subject to a review. By submitting a manuscript to the Editorial Board, authors agree to the review process.

All submitted manuscripts are checked to determine whether they fit the scope of the journal, follow the ethical policies and are properly prepared. Manuscripts with insufficient originality or lack of significant message, as well as if they are not prepared as per journals instructions will be rejected or returned to the authors for revision and resubmission.

After a preliminary assessment and acceptance of the subject of the paper as compliant with the profile of the journal, the paper is registered and the register number is handed over to the authors.

The manuscripts which are found suitable for publication are sent for double-blind review (authors' identities are unknown to reviewers and vice versa). The comments and suggestions received from

reviewers are conveyed to the corresponding author. If required, the author is requested to provide a point by point response to reviewers' comments and submit a revised version of the manuscript. This process is repeated till reviewers and editors are satisfied with the manuscript.

Based on the comments and advice of reviewers the Editorial Board takes a decision to accept, reject or forward the manuscript to alternative reviewer. The final decision is made by the Editor-in-Chief. Once accepted, the manuscript will undergo professional copy-editing, English editing, proofreading by the authors, final corrections, pagination and publication.

### **REVIEW FORM FOR A SCIENTIFIC PAPER**

**Lviv Polytechnic National University**

SCIENTIFIC JOURNAL "MEASURING EQUIPMENT AND METROLOGY"

**Title of the paper:**

Organization:

№	Questions	Yes	No
1	Is the paper appropriate for the journal?	<input type="checkbox"/>	<input type="checkbox"/>
2	Is the problem the issue of the day?	<input type="checkbox"/>	<input type="checkbox"/>
3	Is the analysis of pertaining publications complete?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are all the references relevant and necessary?	<input type="checkbox"/>	<input type="checkbox"/>
5	Is the purpose of the paper clearly formulated?	<input type="checkbox"/>	<input type="checkbox"/>
6	Are the results fully justified?	<input type="checkbox"/>	<input type="checkbox"/>
7	Are the results novel?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are the conclusions formulated clearly? Do they correspond to the content?	<input type="checkbox"/>	<input type="checkbox"/>
9	Does the paper meet the editor requirements?	<input type="checkbox"/>	<input type="checkbox"/>
10	Are there any drawbacks in the paper? (If yes, then specify them in the comments)	<input type="checkbox"/>	<input type="checkbox"/>
11	Is the prose clear, precise and efficient?	<input type="checkbox"/>	<input type="checkbox"/>
12	Do you have suggestions for improvement of the paper? (If yes, then specify them in the comments)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Recommendation:**

- |   |                          |
|---|--------------------------|
| <input type="checkbox"/> – Accept the paper                         | <input type="checkbox"/> |
| <input type="checkbox"/> – Accept the paper after minor corrections | <input type="checkbox"/> |
| <input type="checkbox"/> – Accept the paper after major corrections | <input type="checkbox"/> |
| <input type="checkbox"/> – Reject the paper                         | <input type="checkbox"/> |

### **COMMENTS**

\xx.xx.202\_ \_\_\_\_\_

### **Template for the Review Article**

**Title**

**Words:** Up to 20

**Font:** Times New Roman (Headings)

**Size:** 12

**Alignment:** Center

Title should be in Bold and in Title Case.

### **Authors**

**Font:** Times New Roman (Headings)

**Size:** 12

**Alignment:** Center, Italic.

List here all author names Authors<sup>1</sup>, Author<sup>2</sup> and Author<sup>3</sup>

<sup>1</sup>Author department, University, Country

<sup>2</sup>Author department, University, Country (corresponding author)

<sup>3</sup>Author department, University, Country

**Abstract (Each publication in English is accompanied by an abstract in Ukraine of at least 1800 characters)**

**Words:** Up to 300

**Font:** Times New Roman

**Size:** 10

Abstract should include a brief content of the article.

### **Keywords**

**Words:** Up to 10

**Font:** Times New Roman

**Size:** 10

The major keywords used in the article have to be mentioned.

### **1. Introduction**

**Font:** Times New Roman

**Size:** 10

Introduction should provide background, comprehensive insight on the purpose of the study and its significance.

### **2. Goal of the Study**

**Font:** Times New Roman

**Size:** 10

3. Discussion (Title has to be performed according with your goal of study)

**Font:** Times New Roman

**Size:** 10

Results and discussion must illustrate and interpret the results of the study.

### **4. Conclusion**

**Font:** Times New Roman

**Size:** 10

Conclusion should elucidate how the results communicate to the theory presented as the basis of the study and provide a concise explanation of the allegation of the findings.

### **5. Acknowledgements**

**Font:** Times New Roman

**Size:** 10

Provide list of individuals or organizations who contributed in the work and grant details.

**6. Conflict of Interest**

**Font:** Times New Roman

**Size:** 10

Declare if any financial interest or any conflict of interest exists.

Note\* If there are any sub headings in the body text, sub-categorize them accordingly under the heading in which they fall.

For example: 1. Heading  
                   1.1. Sub-heading

**References**

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All references should be cited in the article in a consecutive order and fulfilled in the square brackets. List here all the references in numbered order of citation in the text. List all authors if less than five. If more than four authors, list the first four followed by “et.al.”

Note\* Provide the link for the listed references

**General style of reference**

**1. Journal References**

*Author name/s (Year) Title of article. Journal short name Volume (Issue): Full inclusive page numbers.*

**2. Book References**

*Author name/s (Year) Title of the book. (Edition), Publisher name, place, city, country, pp. full inclusive page numbers.*

*Author name/s (Year) Chapter/ topic name. In: Author name/s (Editors.), Book name. (Edition), Publisher name, place, city, country, pp. full inclusive page numbers.*

**3. Conferences**

*Author name/s (Year) Conference topic. Name of the conference, Country.*

**Figures**

Figures should be clear with high resolution (more than 300 dpi), TIFF or BMP format.

**Figure Legends:** Description of figures/image.

**Font:** Times New Roman, *Italic, Center*

**Size:** 10

**Copy Right:** Copy right should have to mention if you used the figure from any other source.

**Tables**

**Font:** Times New Roman

**Size:** 10 (headings); 9 (boxes)

*Table 1*

**Brief descriptive title of the table**

Characteristics				

## Template for the Short Communications

### Title

**Words:** Up to 20

**Font:** Times New Roman (Headings)

**Size:** 12

**Alignment:** Center

Title should be in Bold and in Title Case.

### Authors

**Font:** Times New Roman (Headings)

**Size:** 12

**Alignment:** Center, Italic.

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1.1. Sub-heading

1.1.1. Sub-sub-heading

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*Author name/s (Year) Chapter/ topic name. In: Author name/s (Editors.), Book name. (Edition), Publisher name, place, city, country, pp. full inclusive page numbers.*

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**Size:** 10 (headings); 9 (boxes)

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Characteristics				

## Template for the Research Article

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### 3. Goal of the Study

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**Size:** 10



#### **4. Materials and Methods (Title has to be performed according with your goal of study)**

**Font:** Times New Roman

**Size:** 10

Detailed account of the procedure followed in completing the study has to be mentioned.

#### **5. Results and Discussion**

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Results and discussion must illustrate and interpret the results of the study.

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