# **Information for Authors**

Security Dimensions. International & National Studies nr 2 (18), 8-14

2016

Artykuł został opracowany do udostępnienia w internecie przez Muzeum Historii Polski w ramach prac podejmowanych na rzecz zapewnienia otwartego, powszechnego i trwałego dostępu do polskiego dorobku naukowego i kulturalnego. Artykuł jest umieszczony w kolekcji cyfrowej bazhum.muzhp.pl, gromadzącej zawartość polskich czasopism humanistycznych i społecznych.

Tekst jest udostępniony do wykorzystania w ramach dozwolonego użytku.



# Information for Authors

The Editorial Boards accepts papers of at least 10 pages in length. Papers must be in English (either British or American). We also accept papers in other Congress languages (one or two for each issue). Submission of such paper must be consulted with the Editorial Board.

Papers should be sent via e-mail to:

science@apeiron.edu.pl,

or via traditional post to:

University of Public and Individual Security

APEIRON in Cracow

ul. Krupnicza 3, 31-123 Kraków.

Articles should be saved into a Word- compatible file (.doc, .docx, .rtf). Font type: 12 Times New Roman CE or an equivalent Cyrillic font; single space of 1.5 lines; standard margins (2.5 cm); alphabetic, numbered references at the end of the text.

#### Each paper should include:

- a) Abstract in English of maximum 200 words underlying the main points of the article. It should be informative and self-explanatory without reference to the text of the manuscript. It should include any essential results that support the conclusions of the work.
- b) An extended abstract of ca. 1.500 characters with spaces, which should follow the structure of the article. This abstract is intended for Polish readers and, if submitted in English will be translated into the Polish language.
- c) 3-5 key words, both in the language of the paper and in English. Keywords must differ from the words used in the title of the paper.
- d) Short biographical note of the Author.
- e) References should only include publications cited in the article and should be fitted to the pattern provided below:
  - For books: Rosa R., Filozofia bezpieczenstwa, Bellona, Warszawa 1995.
  - For articles from periodicals: Koziej S., Bezpieczeństwo i obronność Unii Europejskiej, "Myśl Wojskowa", 2005, no. 1.
  - For articles in books: Kudelska M., Filozofia Indii kilka uwag wstępnych, [in:] Filozofia Wschodu, v. I, B. Szymanska (ed.), Uniwersytet Jagielloński, Krakow 2001.

- f) Footnotes should be placed at the bottom of each page and follow the patternprovided below:
  - For books: R. Rosa, Filozofia bezpieczeństwa, Bellona, Warszawa 1995.
  - For articles from periodicals: S. Koziej, Bezpieczeństwo i obronność Unii Europejskiej, "Mysl Wojskowa", 2005, no. 1.
  - For articles in books: M. Kudelska, Filozofia Indii kilka uwag wstępnych, [in:] Filozofia Wschodu, I, B. Szymanska (red.), Uniwersytet Jagiellonski, Krakow 2001.
  - For sources already cited, use the Latin term: Ibidem, op. cit., etc.

**Quotations** should be marked with double inverted commas. For **embedded quotes**, use »...«.

Pictures, charts and illustrations: 300 dpi.

The Editorial Board reserves the right to shorten and edit the papers.

All articles are reviewed in double-blind system.

We do not provide for payments.

Authors should enclose a signed statement acknowledging the genuineness of the text (preferably, a scan of such a document).

By publishing in "Security Dimensions" authors **transfer the copyrights** to the papers to the Publisher. Please enclose a statement to that effect.

Please remember that such phenomena as **ghostwriting** and **guest authorship** are unacceptable as they are a manifestation of scientific misconduct. All detected cases will be reported to relevant institutions. In every case of co-authorship, authors are obliged to enclose a **statement of contribution** (all document forms are available on the website).

By submitting a paper Author accepts the policy of the journal.

## Publication Ethics and Publication Malpractice Statement

The journal Security Dimensions: International & National Studies is dedicated to following best practices on ethical matters, errors and retractions. The prevention of publication malpractice is one of the important responsibilities of the editorial board. Any kind of unethical behavior is not acceptable, and the journal does not tolerate plagiarism in any form. Authors submitting articles to Security Dimensions: International & National Studies affirm that manuscript contents are original. Furthermore, they warrant that their article has neither been published elsewhere in any language fully or partly, nor is it under review for publication anywhere.

The following duties outlined for editors, authors, and reviewers are based on the COPE Code of Conduct for Journal Editors. Editors, authors, and reviewers will also adhere to the *Security Dimensions: International & National Studies* Policies.

For all parties involved in the act of publishing (the author(s), the journal editor(s), the peer reviewers, the society, and the publisher) it is necessary to agree upon standards of expected ethical behavior.

## Author Responsibilities

REPORTING STANDARDS Authors reporting results of original research should present an accurate account of the work performed as well as an objective discussion of its significance. Underlying data should be represented accurately in the manuscript. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behavior and are unacceptable. Originality and plagiarism The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted.

MULTIPLE, REDUNDANT, OR CONCURRENT PUBLICATION An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Parallel submission of the same manuscript to more than one journal constitutes unethical publishing behavior and is unacceptable.

**Acknowledgement of sources** Proper acknowledgment of the work of others must always be given. Authors should also cite publications that have been influential in determining the nature of the reported work.

Authorship of a manuscript Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as coauthors. Where there are others who have participated in certain substantive aspects of the research project, they should be named in an Acknowledgement section. The corresponding author should ensure that all appropriate coauthors (according to the above definition) and no inappropriate co-authors are included in the author list of the manuscript, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication. All co-authors must be clearly indicated at the time of manu-

script submission. Requests to add co-authors after a manuscript has been accepted will require approval of the editor.

**DISCLOSURE AND CONFLICTS OF INTEREST** All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or their interpretation in the manuscript. All sources of financial support for the project should be disclosed.

Fundamental errors in published works When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal's editor or publisher and cooperate with them to either retract the paper or to publish an appropriate correction statement or erratum.

## EDITOR RESPONSIBILITIES

Publication Decisions & Accountability An editor a journal is responsible for deciding which articles submitted to the journal should be published, and, moreover, is accountable for everything published in the journal. In making these decisions, the editor may be guided by the policies of the journal's editorial board and/or the policies of the publisher, as well as, by the legal requirements regarding libel, copyright infringement, and plagiarism. The editor may confer with other editors or reviewers when making publication decisions. The editor should maintain the integrity of the academic record, preclude business needs from compromising intellectual and ethical standards, and always be willing to publish corrections, clarifications, retractions, and apologies when needed.

FAIR PLAY An editor should evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the author(s).

Confidentiality An editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate. Disclosure, conflicts of interest, and other issues An editor will be guided by COPE's Guidelines for Retracting Articles when considering retracting, issuing expressions of concern about, and issuing corrections pertaining to articles that have been published in *Security Dimensions: International & National Studies*. Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the explicit written consent of the author(s).

#### REVIEWER RESPONSIBILITIES

**CONTRIBUTION TO EDITORIAL DECISIONS** peer review assists the editor in making editorial decisions and, through the editorial communication with the author, may also assist the author in improving the manuscript.

Promptness any invited referee who feels unqualified to review the research reported in a manuscript or knows that its timely review will be impossible should immediately notify the editor so that alternative reviewers can be contacted.

Confidentiality any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except if authorized by the editor.

**STANDARDS OF OBJECTIVITY** submitted papers are evaluated in peer review system by two independent (not affiliated in the author's institution), anonymous reviewers. Double-blind review standard is implemented: author and reviewers do not know each others' identity; the list of particular articles' reviewers is never published.

Phenomena as guest authorship and ghostwriting are unacceptable as a manifestation of scientific misconduct. All detected cases will be reported to relevant institutions.

Reviews should be conducted objectively. Personal criticism of the author(s) is unacceptable. Reviewers should express their views clearly with appropriate supporting arguments and give a clear conclusion for acceptance or denial of the article.

Acknowledgement of sources reviewers should identify relevant published work that has not been cited by the author(s). Any statement that an observation, derivation, or argument had been previously reported should be accompanied by the relevant citation. Reviewers should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published data of which they have personal knowledge.

**DISCLOSURE AND CONFLICT OF INTEREST** privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider evaluating manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the submission.

### PUBLISHER RESPONSIBILITIES

**EDITORIAL AUTONOMY** Security Dimensions: International & National Studies is committed to working with editors to define clearly the respective roles of publisher and of editors in order to ensure the autonomy of editorial decisions, without influence from advertisers or other commercial partners.

INTELLECTUAL PROPERTY AND COPYRIGHT University of Public and Individual Security Apeiron in Cracow ensures the integrity and transparency of each published article with respect to: conflicts of interest, publication and research funding, publication and research ethics, cases of publication and research misconduct, confidentiality, authorship, article corrections, clarifications and retractions, and timely publication of content. Scientific misconduct In cases of alleged or proven scientific misconduct, fraudulent publication, or plagiarism the publisher, in close collaboration with the editors, will take all appropriate measures to clarify the situation and to amend the article in question. This includes the prompt publication of a correction statement or erratum or, in the most severe cases, the retraction of the affected work.

# WHAT IS APPROPRIATE FOR US?

We welcome submissions on widely comprehended security. Papers of non-scientific character that consists merely of opinion are generally rejected. Our rule is to define "security" broadly, so the topics of analyses we are interested in are numerous, below please find only few examples of them:

- 1. Theory of security studies, including new propositions of definition of relevant concepts and attempts of applying existent theories that are important for contemporary securitology.
- 2. Technology, i.e. analysis of all kinds of technological aspects of national and international security.
- 3. Martial Arts, papers regarding philosophy of modern and traditional Budo as well as analysis of work-outs for athletes training hand-to-hand combat.
- 4. Dispositional groups, analysis of schooling, trainings and work of uniformed services, antiterrorists and other.
- 5. Law, analysis of legal aspects of national and international security and order.
- 6. History, new interpretations of or new information on historical events.

- 7. Policy, analysis of contemporary security policy issues.
- 8. Forensic science and criminalistics.
- 9. Ethics, analysis of ethical aspects of administration, praxeology, combat sport etc.
- 10. Security Engineering, systems dealing with disruptions raging from natural disastres to malicious act.
- 11. Protection of persons and property.

If you are not sure whether your article is appropriate for the journal, please contact the editorial board (science@apeiron.edu.pl).