

GENERAL REQUIREMENTS FOR ARTICLE PUBLICATION, PEER-REVIEW AND DECISIONS, PUBLICATION ETHICS OF SCIENTIFIC JOURNAL “TECHNOLOGY AND ART. RESEARCH AND TOPICALITIES” AT VILNIUS COLLEGE OF TECHNOLOGIES AND DESIGN.

I. GENERAL GUIDELINES

1. Vilnius College of Technologies and Design publishes its scientific journal “Technology and Art. Research and Topicalities” (ISSN 2029-400X), in which the lecturers of the college and representatives of other institutions publish the results of their applied research. The journal is published once a year (in the 4th quarter). Articles with alongside scanned documents (author’s (s’) agreement and author’s (s’) cover letter) are submitted by May 31st via email journal@vtdko.lt. The original documents (author’s (s’) agreement and author’s (s’) cover letter) are sent by registered mail after receiving the editorial board’s approval of the article’s suitability for publication.

2. Articles in the scientific journal are published in Lithuanian and English. The language of the article meets the requirements of language and writing culture. An electronic version of the article is submitted to the Editorial Board in accordance with the following requirements (see below).

3. Articles are published on the following areas of research:

3.1. Transport Engineering;

3.2. Logistics, Transport Economy and Management;

3.3. Mechanical Engineering;

3.4. Electrical and Electronics Engineering;

3.5. Power and Thermal Engineering, Economics and Management;

3.6. Construction Engineering;

3.7. Measurement Engineering;

3.8. Informatics;

3.9. Art.

4. The volume of the article is 4-8 pages. The article must comply with the technical requirements of the scientific journal “Technology and Art. Research and Topicalities”.

II. STRUCTURE OF THE ARTICLE

5. The layout:

5.1. article title;

5.2. author's (s') name (s), surname (s);

5.3. the name of author's (s') institution (s), address (es) and author's (s') e-mail (s);

5.4. article abstract (100 - 150 words);

5.5. key words (4-7 words);

5.6. Introduction, in which the relevance of the scientific research must be grounded, the aim and the research tasks of the article should be formulated;

- 5.7. Review of scientific literature – a review of current scientific literature related to the problem discussed in the article provided;
 - 5.8. research methodology;
 - 5.9. research results and analysis;
 - 5.10. conclusions;
 - 5.11. reference list;
 - 5.12. summary of the article in other language than the article.
6. References in the text to the cited document are given in square brackets indicating the author's (s') name (s) and the year of publication of the document separated by comma.
 7. Conclusions and recommendations must be specified, reasoned and correspond to the article's title, the aim, set tasks and obtained results.
 8. The reference list should indicate all the sources mentioned in the article. Sources that were not mentioned in the text must not be included into reference list. Each source must be described in accordance with the standards of the bibliographic description indicating the main elements.
 9. At the end of the article, if it has been written in Lithuanian language, the title of the article, author's (s') institution (s), summary (200-250 words), key words are presented in English.

III. ARTICLE SUBMISSION

10. Scientific article is submitted by May 31st, via e-mail journal@vtdko.lt.
11. The following documents must be attached by the author (s):
 - 11.1. author (s) agreement;
 - 11.2. author (s) cover letter.
12. The publisher keeps the documents mentioned in 11.1 and 11.2 for the period specified in the documentation plan.

IV. PEER-REVIEW AND DECISIONS

13. Peer-review is organized by the Editorial Board of scientific journal "Technology and Art. Research and Topicalities". All articles are submitted via e-mail journal@vtdko.lt.
 - 13.1. The editor-in-chief of the scientific journal carries out a preliminary evaluation of the articles in accordance with the requirements of the scientific journal. Only pre-selected articles are submitted for peer-review. The article submitted for the scientific journal is reviewed by two peer-reviewers selected by the Editorial Board from the experts in the field of the author's research. The journal uses double-blind peer-review (neither the authors nor the reviewers know the identity of each other) to avoid bias. The review takes up to three months from the date of submission of the article to the reviewer.
 - 13.2. After review and peer-reviewers' remarks, the article may be returned to the author (s) for the revision. The revision of the article takes from two to six weeks beginning from the date of returning the article to the author (s). The revised article must be submitted via e-mail journal@vtdko.lt.

(corrections are marked in a different colour, reasoned feedback of the author (s) can be provided to the peer-reviewer in a separate document).

13.3. The final decision on the publication of an article or the appointment of the additional reviewer is made by the editor-in-chief (the Editorial Board where the editor-in-chief submits the contradicting situations) taking into account the reviewer's recommendations and the author's (s') corrections.

V. PUBLICATION FEES

14. The publication fee is 20 euros per article, regardless of the number of authors. This fee covers part of publishing costs. You can pay the fee for article publication by transferring it to the bank account VTDK Swedbank.

15. VTDK payment details:

Vilnius College of Technologies and Design;

a/s LT497300010084403918;

AB Swedbank,

bank code 73000;

Company: 111967673;

Not a VAT payer.

16. To receive a VAT invoice, it is necessary to indicate the exact name of the organization, address, company code, VAT payer code and submit it to the VTDK (Vilnius College of Technologies and Design) accounting department.

17. Article fee is paid only upon receipt of the Editorial Board of the journal "Technology and Art. Research and Topicalities" on the suitability of the article for publication. The fee must be paid within 10 days of receiving the notice from the Editorial Board.

VI. PUBLICATION ETHICS

18. Authors' responsibilities include the following issues:

18.1. Ensure that the manuscripts submitted are original and meet the journal requirements for articles.

18.2. Ensure that the research papers are properly cited.

18.3. Ensure that submitted manuscripts are free from plagiarism and non-ethical material.

18.4. Ensure that conflicts of interests are avoided during the preparation of the article.

19. Peer-reviewer's responsibilities include the following issues:

19.1. Review articles objectively, professionally, honestly, impartially.

19.2. Ensure confidentiality, do not discuss any presented information in the article without the publisher's consent.

19.3. Declare potential or alleged conflicts of interest.

19.4. Provide a review with clear recommendations on article publication or rejection identifying the shortcomings or drawbacks that can be addressed when the article is proposed for submission.

20. Editorial board's responsibilities include the following issues:

20.1. Follow the principles of justice, honesty, integrity and impartiality in its activities.

20.2. Ensure the confidentiality of author (s) and peer-reviewer (s).

20.3. Objectively evaluate articles submitted for publication.

20.4. Make decisions on the publication of the article based on the value of the article's originality and relevance of the research.

VII. FINAL NOTES

21. This document on general requirements for article publication, peer-review and decisions, publication ethics of scientific journal "Technology and Art. Research and Topicalities" of Vilnius College of Technologies and Design becomes applicable after the date of the approval at the meeting of Academic Council. Amendments can be initiated by the Director of the College and the Faculties. Suggestions are submitted by the Chairman of the Academic Council.