

# *Guidelines to preparing and submitting a manuscript to the «Priroda» journal*

## **1. General Rules**

- 1.1.** The «Priroda» journal publishes papers of natural sciences: original experimental studies; review articles; scientific reports and brief summaries of articles from the most prominent scientific journals of the world; science history materials and documents.
- 1.2.** The authors must be scientists working in the field, closely connected with an article's subject. The presented results should be pre-approved by the scientific community.
- 1.3.** An article should be clear for scientists from any field of science. The essence of the problem must be formulated clearly and simply, without the use of narrow professional terms and mathematically complex expressions.
- 1.4.** Format of the paper should be in accordance with the technical requirements (3.1–3.3).
- 1.5.** Articles satisfying the requirements of paragraphs 1.1–1.4 are allowed to the reviewing process. On its basis the final decision will be made.
- 1.6.** All materials accepted for publication are subject for editing and technical preparations.
- 1.7.** Editorial office assume no obligations on the final publication date.
- 1.8.** Editorial office is not discussing its decisions about the papers being rejected.
- 1.9.** Article submission confirms the full consent of the author with the journal rules.

## **2. Reviewers Guidelines**

- 2.1.** The main goal of the reviewing process is to address the quality of published articles. Review should include an objective evaluation, as well as analysis of strengths and weaknesses of the presented article.
- 2.2.** Reviewing process is carried out by members of the editorial board or the third-party reviewers recommended by the members of the editorial board. All reviewers have a PhD degree and sufficient experience in the article's field. All reviewers are familiar with the requirements to the published materials.
- 2.3.** Reviewer should not work in the same organization as the author(s) of the article. Editors intend to exclude «conflict of interest» between authors and reviewers.
- 2.4.** The names and affiliation of reviewers are not disclosed by editorial office.
- 2.5.** Review of the articles is not paid.
- 2.6.** The number of the reviews needed for a particular article is determined by the editorial staff. Typically one review is sufficient for a decision on the publication. More than one reviewer is assigned when an article combines a data from different fields, or if opinions of the members of the editorial board on the publication diverge. Also, the chief editor (or deputy editor) can request an additional review.
- 2.7.** The form of review and its volume are not restricted.
- 2.8.** Editorial office notify authors with the results of the reviewing process and the final decision. Possible outcomes are as follows: a) rejection for article publication; b) acceptance of the article for publication; c) publication is possible after revisions. In the latter case, if the author(s) agree with the reviewers' comments, they should edit an article accordingly and submit it again. Minor changes that require only editorial corrections may be made with the consent of the author(s).
- 2.9.** The final decision about the publication of the article is made by the chief editor (or deputy editor), together with the scientific editor of the corresponding department, taking into account the review(s) and the author(s) response.
- 2.10.** Reviews are kept by editors for five years. Copies of reviews are sent at the request of the Ministry of Education and Science of the Russian Federation.

## **3. Technical Requirements for the submitted papers.**

- 3.1.** Articles should be submitted as e-mail attachments, or in any of the following formats: CD-ROM, CD-R or CD-RW; discs DVD + R or DVD + RW; on devices that support USB. For compressed files, authors must submit their archive program.
- 3.2.** Text of the article is submitted as a single file with the .doc, .txt or .rtf extension. Text should include bibliographical references (numbered in order of citation). Tables and figures descriptions (if any) must be presented in the end of the text document (after the main text). Figures are provided in separate files with a resolution of at least 300 dpi. Editorial office reserve the right for a final decision on the publication of figures that do not meet the printing requirements.
- 3.3.** The volume of the article should not exceed 30 000 symbols (with spaces).
- 3.4.** Author(s) should provide information about themselves (affiliation, position, academic status, academic degree, research interests).
- 3.5.** Articles accepted for publication are sent to the authors for approval in form of a proof-sheet. All corrections made by authors must be highlighted.