

Statement of the publication ethics of the *Slovanský přehled* (Slavonic Review)

The *Slovanský přehled* is a peer-reviewed scientific journal published in the Czech Republic and specialising in the history of the nations of central, east and south-east Europe. The *Slovanský přehled* is currently published three times a year (the 3rd issue provides more extensive and more complexly executed papers on the history of central, east and south-east Europe, in the scope of 50 – 100 standard pages.) and it is published by the Historic Institute of the Academy of Science of the Czech Republic. Since 2009 the abstracts of studies and articles in the *Slovanský přehled* are published in The Central European Journal of Science and Humanities (CEJSH). The magazine is also registered as an internationally acknowledged scientific periodical in the European Reference Index for the Humanities (ERIH PLUS) database and in the List of Reviewed Unimpacted Magazines published in the Czech Republic. It is also registered in the recensio.net database (Review Platform for European History: <https://www.recensio.net/rezensionen/zeitschriften/slovansky-prehled/slovansky-prehled>), H-Soz-Kult (<https://www.hsozkult.de/journals/id/zeitschriften-747>) and the domain database EBSCO Historical Abstracts with Full Text.

The long-standing tradition of publishing the *Slovanský přehled* and its activities in the scientific community result in its editorial staff's significant obligation to maintain the high standards of the published articles. As well as the editorial staff and editorial circle, whose members particularly assure the technical aspect of publishing the *Slovanský přehled*, the professional quality is also monitored by the International Science Board, consisting of Czech and foreign members, and the Editorial Board, which includes leading Czech experts in the history of central, east and south-east Europe, whose scientific work results have been met with acknowledgement not only in the Czech Republic, but also abroad. The members of these scientific boards, along with the list of the workplaces of individual members, is available here:

Publishing articles in a peer-reviewed magazine plays an important role in scientific activities. It provides access to research results and it is therefore very important that the articles present scientifically true and accurate data. This goal may only be achieved through close cooperation between everyone involved in publishing the journal. The author, editor, opponents, the Editorial Board, the International Science Board and the publisher (the Institute of History of the Academy of Sciences of the Czech Republic) are therefore responsible for adherence to ethical standards during the entire evaluation process, from submission of the article by the author, until the time it is published.

The Institute of History of the Academy of Sciences of the Czech Republic as the publisher, and also the editorial staff of the *Slovanský přehled* and its science boards, feel obliged to adhere to the standards of ethical behaviour during all phases of the process of publishing articles. These principles that apply to the *Slovanský přehled* are based on the Code of Conduct and Best Practice Guidelines for Journal Editors, http://publicationethics.org/files/Code%20of%20Conduct_2.pdf). The editorial staff of the *Slovanský přehled*, like the publisher, the Institute of History of the Academy of Sciences of the Czech Republic, undertake to adhere to these principles and refrain from accepting any form of their violation.

Ethical requirements

The duties of the authors

- Authors must submit texts that are the result of original research and include with the relevant comment system, which enables verification of their statements or a search for these statements. If they use the opinions or conclusion of other authors, they are required to duly quote these. Intentional distortion of research results is considered unethical. They are required to obtain consent for the reproduction of content originating from other sources.
- The text offered to the editorial staff of the *Slovanský přehled* must not be simultaneously offered to the editorial staff of another journal. If the author does so, his procedure will be considered unethical. If the content of the text overlaps the content of a work that has been published previously, the author must inform of this fact and duly quote these sources.
- The author is required to declare any actual or potential conflict of interest in advance.
- The author is required to immediately inform the editorial staff of the *Slovanský přehled* if he finds a serious mistake in the published text. He will ensure the relevant corrections or will withdraw his text if necessary in cooperation with the editorial staff and the publisher.

The duties of the editorial staff

- The editorial staff undertake to act objectively and fairly during execution of their duties, without discriminating the authors in any way on the basis of their geographic or ethnic origin, religion or sexual orientation.
- The delivered manuscripts must always be evaluated and accepted exclusively on the basis of their scientific quality and not their commercial impact, even if they are intended for a special or sponsored issue.

Course of the review proceeding

- Every manuscript that the editorial staff of the *Slovanský přehled* receive, is initially assessed by the members of the Editorial group. They examine the formal aspect of the text and whether it meets the basic requirements of a scientific text and the specialisation of the *Slovanský přehled*.
- If the text meets the basic requirements of a scientific text and corresponds to the specialisation of the *Slovanský přehled*, the Editorial group will arrange a review proceeding.
- The review proceeding is bilaterally anonymous, the reviewers must not come from the same workplace as the author.

- Each text is evaluated by two reviewers. In the event that the reviewers' evaluation differs considerably, the editorial staff will request a third review.
- The information about the manuscript and the progress of the review proceeding is confidential. Apart from the author and the reviewers, this information may only be disclosed to members of the Editorial Board or the International Science Board of the *Slovanský přehled*, who are also bound by the duty of non-disclosure.
- None of the editorial staff of the *Slovanský přehled* may use the unpublished materials for the purpose of their own research, without the consent of the authors.
- The editorial staff informs the authors of the results of the review proceeding.
- The Editorial Board of the *Slovanský přehled* decides whether the article will be published. During a meeting with the board the editorial staff submits proposals for the content of the relevant journal issue to its members and acquaints them with the progress of the review proceedings of all the delivered texts – i.e. accepted and refused for publishing.

The duties of the reviewers

- The review proceeding helps the editorial staff of the *Slovanský přehled* to decide whether to print the assessed text and also contributes considerably to increasing the quality of the assessed text.
- Reviewers are required to assess the submitted text objectively and to provide credible reasons in support of their opinions or conclusions.
- If the reviewers find that the assessed text is similar or identical to another text or work that has already been published, they are required to inform the editorial staff of this.
- If the reviewer does not consider himself competent to assess the submitted text, he is required to inform the editorial staff without undue delay. This eliminates him from the review proceeding.
- If the reviewer suspects conflict of interest in relation to the submitted text, he must immediately inform the editorial staff of this. In such cases he is required to refuse to review the text.
- The reviewer is required to treat the assessed text as a confidential document. It must not be shown to other parties, nor may its content be consulted with other parties, unless the editorial staff give their consent. The reviewer must not keep the assessed manuscript or create copies of it. The information and ideas that the reviewer acquires when reading the assessed text must remain confidential and must not be used for personal benefit.

The duties of the publisher

- As the publisher of the *Slovanský přehled*, the Historic Institute of the Academy of Sciences of the Czech Republic undertakes to adhere to the ethical principles set out above.

Procedure during unethical behaviour

Establishing unethical behaviour

- Anyone who establishes unethical behaviour or any incorrect actions in an article published by the *Slovanský přehled* is required to immediately inform the editorial staff of the *Slovanský přehled* and the publisher, the Historic Institute of the Academy of Sciences of the Czech Republic.
- Everyone who informs the editorial staff of the *Slovanský přehled* about such actions must submit clear evidence so that an investigation can be launched. All allegations must be considered serious and treated as such until the investigation is complete.

Investigation

- The editorial staff commences investigation and consults its procedure with the publisher of the *Slovanský přehled* if necessary.
- The editorial staff collects the relevant evidence and endeavours to prevent disclosure of any allegations outside the group of people such an allegation affects.

Measures accepted on the basis of the results of investigation

- The editorial staff of the *Slovanský přehled* inform or instruct the author of the results of the investigation, if it becomes apparent that the author made a mistake or unintentionally failed to adhere to the relevant standards.
- In the case of serious mistakes the editorial staff of the *Slovanský přehled* will proceed in cooperation with the publisher of the journal – the Historic Institute of the Academy of Sciences of the Czech Republic – within the boundaries of the valid legal regulations and laws of the Czech Republic.