

REGULATIONS

of academic journal "The study of Security" of December 20, 2019
amending the regulations of October 28, 2016

Art. 1. (General provisions)

- §1. The study of Security journal, hereinafter referred to as "the journal", is an annual whose subject is devoted to national and international security in the areas of e.g. social security determinants, security theory, legal security, external and internal security, security engineering, education for security. It publishes original results in these areas of research.
- §2. The journal is open to authors from other domestic and foreign centers, including students. They may publish, provided that the authors' texts meet the criteria of an academic article.
- §3 The journal is published by the Scientific Publishing House of the Pomeranian University in Slupsk, hereinafter referred to as the Publishing House, in the form of academic journals.
- §4. About 15 academic articles are published in each issue of the journal, and the volume of one issue should not exceed 20 publishing sheets, however, the editorial board decides on the final number and volume of articles.
- §5. The magazine has a website.

Art. 2. (Collegial bodies of the magazine)

- §1. The magazine's collective bodies are:
1. editorial board.
 2. an academic board.
- §2. The composition of the editorial board is:
1. chairman - editor-in-chief,
 2. Secretary,
 3. members.
- §3. The chairman of the editorial board - the editor-in-chief, is appointed by the director of the Institute of Security and Management, which is the founding body of the magazine. The chairman of the editorial board - the editor-in-chief, indicates the composition of the editorial board and the academic board, about which he informs the publishing board of the Pomeranian University in Slupsk.
- §4. The academic board consists of a chairman and members. Members of the academic board are indicated by the chairman of the editorial board - the editor-in-chief, in consultation with the director of the Institute of Security and Management.
- §5. The academic board defines and reviews the directions of the journal's activities in the context of the development of security sciences in Polish and foreign academic centers.
- §6. The Academic Board supervises the content published in the journal.
- §7. Changes in the composition of the editorial board and the academic board, in consultation with the director of the Institute of Security and Management, are made by the chairman of

the editorial board- the editor-in-chief, about which he informs the chairman of the academic board and the publishing board.

§8. The duties of the Editorial Board include in particular:

1. Care for maintaining a constant, high substantive level of published works,
2. Care over the publishing continuity of the magazine,
3. Decision on the final number of articles and the volume of the entire journal of a given issue,
4. Stimulating and inspiring employees of the Institute of Security and Management of the Pomeranian University in Slupsk and authors from outside the Institute and the University to send articles and other materials for publication.

§9. The work of the editorial board is managed by the chairman - editor-in-chief of the magazine, whose tasks include:

1. Convening, at least 4 times a year, meetings of the editorial board and directing its proceedings,
2. Appointing internal and external reviewers,
3. Direct cooperation with the director of the Institute of Security and Management and with the chairman of the academic board,
4. Approval of the journal's publishing issue.

§10. The secretary of the academic board is responsible for the organizational service of the magazine.

§11. Members of the editorial board:

1. In accordance with the subject of the journal specified in art. 1 §1 of the magazine's regulations, initially evaluate the texts sent for publication and qualify them for further work,
2. They become acquainted with the content of the review and, in doubtful cases, make decisions in consultation with the chairman of the Academic Board and its members.

§12. A designated member of the editorial board supervises texts and abstracts in English.

Art. 3. (Procedure for submitting texts)

§1. Texts sent for publication must be prepared in accordance with the provisions of copyright.

§2. Texts may be submitted for publication:

1. At the individual invitation of the editorial board,
2. At the author's initiative

§3 All texts are submitted electronically through the email address of the editorial board secretary provided on the website and in the paper version of the journal.

§4. The text must be prepared in accordance with the editorial requirements published on the journal's website.

§5. The texts are published in Polish and in congress languages.

§6. The text should be accompanied by an outline of the content, keywords in Polish and English and a summary in English with the name of the translator. The author is responsible for the content and correctness of the summary.

§7. The volume of the text should be not less than 20 and not more than 40 thousand characters. The number of characters in outline of the content placed at the beginning of the article and the summary, placed at the end of the article, should not be greater than 0.5 pages of typescript, i.e. approx. 1000 characters.

§8. The deadline for sending texts to each issue is published on the journal's website. After exceeding the deadline, the text is moved to publication in the next issue.

§9. The text is subject to internal review by the journal's editorial board, and then sent for external review. In order for the text to be published, each article must receive two positive reviews from independent reviewers. In the case of one positive and one negative review, the article is not addressed to the third reviewer.

§10. The Editorial Board reserves the right to abbreviate, adjust the text and choose to print the submitted illustrative material.

§11. The publisher acquires exclusive proprietary rights to the published work, with priority of publication, also in the form of reprints and on the Internet.

§12. Each Author waives all claim of copyright in the text and makes the waiver of the fee for the published text, as well as a statement about compliance with the principles of editorial ethics. If necessary, a response to the reviewer's detailed opinion is also submitted.

Art. 4. (Procedure for paid review of texts)

§1. At least two independent peer-reviewers who are outside the parent unit represented by Author(s) of the article are appointed for review.

§2. Reviewers are proposed by the chairman of the editorial board - the editor-in-chief of the magazine in consultation with the director of the Institute of Security and Management.

§3. Academics employed at the Pomeranian University can only be reviewers of articles written by people from other research centers.

§4. The review is commissioned only by the Publishing House, which deals with all related formalities. After receiving positive reviews, the Publisher passes them to the secretary of the editorial board. In the case of negative reviews, the work shall be withdrawn from print.

§5. If one of the two required reviews is conditional, i.e. the reviewer allows the text to be printed, provided that the indicated changes are made and submitted again for final review, the corrected text is sent to the reviewer who issued the review for approval.

§6. After receiving a positive review, the author corrects the text, taking into account the comments of the reviewer, and then gives the text to the secretary of the editorial board, who forwards it to the publishing house.

§7. In cases of doubt, arising after obtaining a review or responding to the author, decisions are made by the chairman of the editorial board - the editor-in-chief in consultation with the director of the publishing house.

§8. During the reviewing procedure, the double view preview is applied, i.e. the reviewers and the Author do not know their identity.

§9. The review is issued in writing and ends with an unequivocal conclusion as to whether the article can be published or rejected.

§10. The list of reviewers is published on the journal's website and on the editorial page of the journal in paper format.

Art. 5. (Procedure for free review of texts)

§1. At least two independent peer-reviewers who are outside the parent unit represented by Author(s) of the article are appointed for review.

§2. The selection of reviewers is made by the chairman of the editorial board - the editor-in-chief of the magazine in consultation with the director of the Institute of Security and Management.

§3. Academics employed at the Pomeranian University can only be reviewers of articles written by people from other research centers.

§4. The review is ordered by the chairman of the editorial board - the editor-in-chief of the magazine or the secretary of the editorial board, who, after receiving two positive reviews, forwards them to the authors for information.

§5. In the case of two negative reviews or one negative, the text is not sent for printing, of which the author is also notified.

§6. If one of the two required reviews is conditional, i.e. the reviewer allows the text to be printed, provided that significant changes are made and re-submitted for final review, the corrected text is sent to the reviewer who issued the review.

§7. In cases of doubt, arising after obtaining a review or responding to the author, decisions are made by the chairman of the editorial board - the editor-in-chief in consultation with the chairman of the academic board.

§8. During the reviewing procedure, the double view preview is applied, i.e. the reviewers and the Author do not know their identity.

§9. The review is issued in writing and ends with an unequivocal conclusion as to whether the article can be published or rejected.

§10. The list of reviewers is published on the journal's website and on the editorial page of the journal in paper format.

Art. 6. (Final remarks)

§1. The editorial board of the journal does not return the submitted materials to the authors.

§2. The editorial board of the journal may refuse to publish the text without providing justification.