

## Regulations on reviewing the scientific articles published in the journal

«International Journal of Open Information Technologies» magazine publishes articles on scientific and applied aspects of applied mathematics, theoretical computer science, programming, computer science, information and communication technologies, as well as exclusively on the preparation of the scientific and highly skilled staff in these areas on the basis of the modern system of IT-education.

### 1. How to submit a manuscript

1.1. A manuscript should be submitted electronically. The template is IEEE.

1.2. A manuscript must include the following:

- Article title and authors' names in English;
- The article and the list of references (if available);
- Information about the authors: each author's complete name and institutional affiliation(s), full name of institution and department, authors' contact information (phone, e-mail, address);
- Abstract and key words in Russian and English.

1.3. The *volume of article* for applicant for *PhD* degree is 6-8 pages. The recommendation from the scientific adviser (his name is stated in the comments to the article) and the place of studying must be indicated. The *volume of article* for applicant for *doctorate* degree is 13-15 pages. The recommendation from the place of studying administration must be indicated.

1.4. Tables (not more than 10 columns) should have meaningful names. In footnotes to tables all the abbreviations and designations must be explained. Illustrations and tables should be numbered and there must be links to all used pictures, plots and tables in the article. Illustrations (not more than 5 in total) should be in black and white, decipherable and be submitted separately from article. All additional conditions for illustrations could be sent to author upon request.

1.5. All cited literature must be presented in the numbered list (numbering should be in the order of meeting, not alphabetical order) in the end of the article. All the references in the text are issued in the end of the line in square brackets (example: ... в развитии псевдокультурных тенденций [1]). Borrowed text should be issued as a quotation, for example, «...должны быть сформированы у учащихся к концу изучения курса» [1:45], in square brackets first number is the number of reference and second one is the number of page with the quotation. If there is a link to several sources, they should be listed in ascending order in square brackets separated by commas (example: [3, 5, 8]).

1.6. Sources in the list of references should be issued the following way:

*Book:* Author. Title. City: publishing house, year. Total number of pages.

*Article in the collection of papers:* Author. Title // Title of the collection /.

*Article in a magazine:* Author. Title // Magazine. Year. Volume. № of issue. Pages.

*Electronic resource:* Site title (URL: web address /date of last visit).  
Example: UNESCO official site (URL: <http://www.unesco.org> /27.09.2015).

Links to works which haven't been published yet or being in process of publishing are not allowed.

**1.7.** Notes as well as author's comments are issued the following way: links are marked with «\*» in the end of the line and there is given a footnote. Example: ... опыт реализации обобщен в методических и учебных пособиях автора\*, and in the bottom of the page after horizontal line there is given a footnote with a comment or note beginning with «\*».

**1.8.** If there have been used abbreviations, they should be decrypted in notes.

**1.9.** Editorial board reserves the right to make corrections in the text of the article.

**1.10.** Fee is not charged from the postgraduates for publishing.

**1.11.** All publications are available on the website <http://injoit.ru>.

Editorial board phone/fax: 8 (495) 939-38-69

Deputy Chief Editor: Namiot Dmitry Evgenyevich

Executive secretary of editorial board: Gouriev Dmitry Evgenyevich

E-mail: [dnamiot@gmail.com](mailto:dnamiot@gmail.com).

## **2. Articles review and publication**

**2.1.** All the received manuscripts corresponding to the remit of our journal are peer reviewed and appraised.

**2.2.** The editorial board of magazine «International Journal of Open Information Technologies», organizes review for every article submitted for publishing.

**2.3.** Review can be conducted by either members of editorial board or highly qualified specialists with deep professional knowledge and work experience in a specific research area. Co-author or a scientific consultant can't conduct the review.

**2.4.** All our reviewers are acknowledged experts in corresponding scientific fields and have published papers in the area of reviewed paper within the last three years.

**2.5.** While giving the assessment of work the reviewer should answer the following questions:

- Whether the material of the article corresponds the achievements of the modern science and technology;
- Whether the article contains new facts or their new interpretations, synthesis or criticism of the existing points of view, theories, methodological developments; substantiated hypotheses, theoretical or methodological approaches;
- Whether the manuscript qualifies the requirements of a scientific discipline;
- Whether there are conceptual severity, facts, approaches and interpretations validity, clarity and compact presentation;
- Whether the article is logically structured, containing a clear statement of the problem, purpose of the research, necessary arguments and

justifications, and exact and clear results and conclusions.

**2.6.** The reviewer should assess the correctness and accuracy of definitions, formulations, their accordance to common terminology in the considered sphere of science, literary style.

**2.7.** The reviewer expounds in a free form his opinion on actuality of the work, validity of formulated scientific positions, their reliability and novelty, conformity of the theme of the article to the magazine. The reviewer gives a conclusion on the practicability of publication: recommend for publishing, refine or rewrite, reject the manuscript.

**2.8.** All reviews remain deposited in the editorial archive.

**2.9.** The final decision on adoption and publishing the article is made on the editorial board meeting and being put in the record.

**2.10.** Authors of submitted manuscripts receive from our Editorial Board a copy of peer review or substantiated refusal. If requested Editorial Board shall send copies of reviews to Minister of Education and Science of Russian Federation.