

A. Aims and scope

Development of technical and life sciences continues to grow rapidly. It is essential that the dissemination of information related to this development follows the same dynamics. The journal "Announcements of the Union of Scientists – Sliven" performs precisely this role, providing visible environment for cross-fertilization of ideas and knowledge to be used in research and development programs. The journal offers its readers a broad look at all branches of technical, social and health and nature-mathematical sciences. It publishes articles from the widest possible range of authors, both in terms of professional experience and country of origin.

“Announcements of Union of Scientists – Sliven” is devoted to original research articles that present a clear exposition of significant aspects of contemporary science. Primary emphasis is placed on high quality works that has neither appeared in, nor are under review by other journals. It is recommended the language of publication to be English, but publications in Bulgarian, Russian, German or French shall also be permitted. The journal maintains strict refereeing procedures and the acceptance of manuscripts for publication depends strongly on the recommendations of the anonymous referee and the supervising editor.

The publication of the articles does not necessarily mean that the editorial board agree with the points of view of their authors.

There is a zero-tolerance policy towards plagiarism (including self-plagiarism) and malpractice in our journal. The Editors will refuse all subsequent submissions from authors convicted of plagiarism or other serious offence against publication ethics.

B. Terms of Submission

1. The Journal accepts for review original research papers, reviews or short research communications of high scientific value in all areas of natural, technical, social and healthcare sciences on the understanding that the work has not been published previously or is not under consideration for publication elsewhere and that its publication is approved by all authors.
2. The Manuscripts should be submitted in electronic form via e-mail as PDF (.pdf) or Word (.doc, .docx, .rtf) files to the Journal's e-mail: **izv_su_sliven@abv.bg**. If email submission is not possible, please send an electronic version on disk to the postal address of the publisher.
3. The Manuscript should be prepared according to the guidelines in Terms of Manuscript preparation below.
4. The person submitting the manuscript by e-mail must be one of the authors, who has to supply separately in the e-mail the title of the paper, abstract, keywords and the names of other authors (if any).

5. Person, who initially submits the manuscript, is considered by default the corresponding author responsible for the manuscript as it moves through the journal's submission process. All correspondence pertaining to the manuscript will be sent to him/her via his relevant e-mail address from where he submitted the article.
6. The Technical Secretary of the Editorial Board distributes the submitted article to a supervising editor and returns to the corresponding author within one week period of time the manuscript's number to be used in future reference. This can be considered as confirmation that the article has been received, as well.
7. The corresponding author takes responsibility for the paper during submission and peer review process. The editors cannot be held responsible for possible loss of the manuscript, therefore the authors should keep a copy of all submitted files.
8. The corresponding author is encouraged to submit the names and institutional e-mail addresses of several potential referees. Note that the supervising editor retains the sole right to decide whether or not the suggested reviewers to be used.
9. The journal adheres to very strict policy against plagiarism. Submitted documents will be checked and rejected if plagiarism is proven. The Editors will refuse all subsequent submissions from authors convicted of plagiarism or other serious offence against publication ethics.

Terms of Manuscript preparation

1. **The manuscript processing software** is based on the format specifications of PDF (.pdf) or Word (.doc, .docx, .rtf) files.
2. The text of the manuscript is recommended to be written in British English, but publications in Bulgarian, Russian, German and French shall also be permitted .
3. **There is no restriction on the length** of research papers and reviews; however, authors are encouraged to be concise. The authors are encouraged to keep the layout of the text as simple as possible. To avoid unnecessary errors authors are strongly advised to use the 'spell-check' and 'grammar- check' functions of their word processor.
4. **Manuscript formatting requirements:** *Paper size:* A4; *Page margins:* top – 3 cm /bottom – 2 cm /left – 1.5 cm / right – 1.5 cm; *Text:* single spaced; *Font:* Times New Roman; *Font size:* 12 points; *Alignment:* Justified. No footnotes allowed. Use endnotes instead.
5. **The Header** of the manuscript on first page should include in one-column format: title of the manuscript in capital letters (no abbreviations), the name(s) of the author(s) (without academic degrees), the affiliation(s) (Department, Faculty, University, COUNTRY) and e-mail(s) of the author(s), a self-contained abstract (not more than 15 lines) and not more

than 6 key words. Note that the corresponding author has to be clearly indicated.

6. **The Body** of the manuscript takes place after the Header. It is arranged in the one-column format and include: introduction, preliminary notes (on the methods or materials used), main results and discussions, conclusions, acknowledgments (if any) and bibliography. The formulas have to be written in Equation Editor and to be numbered on the right with parentheses. References in the text have to be included using either the Harvard system – “author, date” style: example – [Webster, 2005], or numbers in square brackets in accordance with the numbered bibliography: example – [5].
7. **Tables and Figures** should be incorporated in the text and must be numbered using Arabic numeral. The number and the title (not in capital letters) of the table has to be above the table, centered. The number and the title (not in capital letters) of the figure has to be below the figure, centered. Make sure images are of highest resolution, and any letters inside are clear and legible. If the figures or tables are created using PowerPoint, Photoshop, Microsoft Excel etc., please also provide the original files from those programs.
8. **The bibliography** should be written in Latin. If there are sources in Cyrillic, they must be presented in Latin, using English translation or transliteration.
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For journal articles – Siao S., Lin L., Chen W., Huang M., Chong P., (2009), Characterization and emulsifying properties of block copolymers prepared from lactic acid and polyethylene glycol, *Journal of Applied Polymer Science*, **11 (4)**, 509–516.
For books and monographs – Erbe L., Kong Q., Zhang B.G., (1995), *Oscillation Theory for Functional Differential Equations*, New York: Marcel Decker Inc.
For Internet sources – FlowJEM. <<http://www.flowjem.com>>, 2014 (accessed 28.04.14).
10. **The editors** reserve the right to edit manuscripts when necessary. For any further information concerning the preparation of manuscripts, please feel free to contact the Technical Secretary.

C. Terms of Peer Review Process

1. **All submitted manuscripts are subject to consideration on two levels peer-review process** and are expected to meet standards of academic excellence.
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3. **Second level consideration:** The Journal applies single-blind review process as a second level consideration of the submitted manuscript. If the manuscript is approved by the supervising editor, it will be considered by one referee within four weeks period of time. The referee of the submitted manuscript remains anonymous in order to guarantee the objective and fair review of the manuscript.
4. The possible decisions of the referee are: “accept as is”, “accept after revision”, or “reject”. If the manuscript receives the assessment ”reject” it will not be published by the Journal.
5. Authors should submit back their revisions within 1 month in the case of “accept after revision”. The revisions will be checked by the referee for relevance until they receive a "accept as is" rating.
6. **A note on plagiarism:** There is a zero-tolerance policy towards plagiarism (including self-plagiarism) and malpractice in our journal. Manuscripts are checked and if violations of the Publication Ethics and Malpractice Statement (below) are found, they will be rejected at each stage of processing.

E. Terms of publishing and copyright

1. Upon acceptance, the corresponding author has to provide a final version of the manuscript in Microsoft Word file for copyediting purpose, together with a relevant version in PDF file. The accepted manuscripts must be in their final form, essential changes at the proof stage will be considered only exceptionally.
2. Accepted papers shall be published at the relevant section of „Announcements of Union of Scientists – Sliven”.
3. Every author shall receive one copy of the issue with his/her publication and one copy on CD.
4. We agree with the Berlin Declaration on Open Access to Knowledge in the Sciences and Humanities. The content of the journal Announcements of Union of Scientists - Sliven is published on the principles of open access, which allow downloading, sharing and reuse of the content, provided that it is not changed, not used in the commercial network and the author (s) and the source are correctly acknowledged and quoted. The authors own and retain the copyright for their published documents (License Agreement)”.