

ARCHIVE OF MECHANICAL ENGINEERING

Reviewing procedure

As peer-review journal, we perform the quality control for submitted manuscripts by refereeing process. Without the knowledge of specialists we could not fulfill our mission. We are very grateful to our Reviewers for their effort and time spent on evaluating manuscripts for *Archive of Mechanical Engineering*.

General rules

Before the paper is assigned to one of the Associate Editors, crosscheck plagiarism screening is performed. The Associate Editor invites the Reviewers.

Each manuscript is reviewed by at least two independent reviewers from outside the institutions of the authors' affiliation. Affiliation of at least one of the reviewers must be in the other country than the nationality of the authors of the manuscript.

The authors of the manuscript do not know the identities of the reviewers. In principle, a single-blind review process is practiced. **In case the conflict of interest may appear, the reviewer is asked to inform Editorial Office.**

The review should be submitted using Editorial System (<https://www.editorialsystem.com/ame>, with the reviewer role). It should consist of the filled checklist for reviewers followed by Reviewer's comments ended with a clear statement on acceptance or rejection of the manuscript. One of the four recommendations must be chosen by the Reviewer: **accept, minor revision, major revision or reject**. Typical time taken to conduct the reviews is 1 month. Final decision is taken by the Editorial Board.

The names of the Reviewers of the manuscripts published in the current year are listed every year at the web pages and the paper edition of the journal.

General expectations

We ask our Reviewers to:

- comment on originality of presented work, how it presents in most recent literature on a topic discussed,
- evaluate authors' approach to discussed problem,
- evaluate reliability of obtained results and correctness of drawn conclusions,
- comment on technical aspects of paper,
- give the final evaluation of paper, inform us whether we should consider it further and what should be done in order to make it publishable (if it is possible),
- give us an idea of possible impact that the paper might have.

All accepted papers will undergo a free of charge language check service, for correcting small language mistakes. Incorrect grammar, style or punctuation should not be the reason to reject a paper if its content warrants the publication from the scientific point of view and is readable for the Reviewer.

Specific expectations

Manuscripts submitted to *Archive of Mechanical Engineering* should:

1. Contain original work – which is not published elsewhere in any medium by the authors or anyone else, and is not under consideration for publication in any other medium. **If reviewer believes that the work has been published or submitted elsewhere, or that plagiarism or other similar malpractice (e.g. *ghostwriting* or *guest authorship*) has occurred, should inform Editorial Office immediately and provide EO with sufficient information to investigate the matter further.**
2. Be focused on the core aims and scope of the journal – as a scientific journal, we publish research results from many fields of mechanical engineering.
3. Be clearly and correctly written – should contain all essential features of a complete scientific paper, should be written in a clear, easy to understand manner, and be readable for a wide audience of researchers in the field.

Technicalities

In order to reach a manuscript the Reviewer has been asked to review, one should go to the web page of the AME Editorial System – <https://www.editorialsystem.com/ame>. The Editorial System manual for reviewers is available on this page.