



Measurements Infrastructure

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# Authors Guide

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# Introduction

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Please review our ethics requirements for publication ethics and abuse prevention.

In within of editorial policy the journal «**Measurements Infrastructure**» adheres to high publishing standards of ethical conduct [COPE Code of Conduct](#) and [Core practices](#), approved by [COPE \(Committee on Publication Ethics\)](#) at all stages of the publishing process.

These standards impose obligations on the publication ethics for publishers, editors, authors, and reviewers.

# Editorial Team

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# Branch, problematic and thematic direction

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The journal is a platform for coverage of the views of a wide range of scientists on improvements and changes in the field of measurements theory and practice and metrological support in all fields of society in Ukraine and around the world.

The journal is published exclusively on-line. Each article is presented in two languages: in English — the main language, taking into consideration to present Ukrainian scientific thought to the international community, and in Ukrainian. The publication is an open discussion platform for scientists around the world.

The journal contains the results of scientific theoretical and practical researches on its thematic direction.

## Thematic direction

- Physical basis of measurements and their application during measurements.
- Measurement models. Mathematical and statistical processing of measurement results. Measurement uncertainty.
- Standards, measuring systems, measuring instruments, standard samples — current status and prospects of development, research, creation, testing, comparison, calibration and verification.
- Interlaboratory comparisons of measurement results — methods and/or results.
- Measurement infrastructure. Legislation of Ukraine, international organizations and agreements in the field of metrology. Legal metrology.

# Review process

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All materials submitted for publication pass a two-level review system: external and internal. Firstly, submitted articles are reviewed by the editors to check whether it consistent with the subject of the journal and its general requirements.

After positive editor's decision, the submitted manuscripts are sent to external experts working in the relevant field. the manuscript is subject to Double-Blind Peer Review: neither the authors nor the reviewers know each other.

In some cases, articles may be referred to additional review, including stylistic and methodological review by Editorial Board.

## Procedure for reviewing and publishing materials

1. The author/authors sends/send material for publication, which can be accepted by the Editorial Board for consideration only if it meets its **current requirements**.
2. The manuscript submitted to the editorial office receives a unique registration number, which provides the author and reviewer with anonymity during reviewing.
3. The Editorial Board sends the article for review.
4. The reviewer should unambiguously characterize the theoretical or applied significance of the study, to correlate the conclusions of the author with existing scientific concepts. The reviewer should assess the personal contribution of the author's article to the solution of the problem and draw a conclusion about the reliability and validity of the author's conclusions.
5. Based on the results of the review, the article can be:
  - accepted for publication;
  - returned to the author(s) for changes, appropriate adjustments, if it's required by the review;
  - rejected as non-compliant (reasons should be stated in the review).
6. Only after final agreement with the author/authors of all questions regarding the content of the material (including re-review, if the previous review required revision) the article is accepted for publication.
7. The chief editor takes the decision on the inclusion of the article to the issue.
8. The article is submitted for publication.

The journal is an open resource, accepts and publishes materials in accordance with the requirements of editorial policy and subject to compliance with current regulations of Ukraine.

All claims, comments and questions regarding the activities of the scientific publication should be sent to the e-mail or mail of the editorial office.

**Authors have the right to appeal against editors' decisions on article acceptance or rejection.**

## Order of author's appeal submission

1. When an author does not agree with the editor's decision on the manuscript acceptance or rejection, he/she should address the «**Measurements Infrastructure**» Journal in written form specifying the reasons of his/her appeal.
2. A commission for the conflict settlement consisting of editorial board members is formed to consider the author's appeal.
3. The editorial staff decision can be changed in the cases when:
  - the author presents additional materials not considered at the manuscript primary reviewing;
  - the author presents information concerning conflict of interests not presented at the manuscript primary reviewing;
  - the authors expresses concern about the prejudiced review report.
4. When it is necessary, the editorial staff may refer to another reviewer before making the final decision.
5. When arguments are satisfactory, the commission for conflicts settlement makes proposals to change or retain in force the initial decision about the manuscript publishing.
6. The editorial board makes decision about the manuscript acceptance or rejection basing on the commission for conflicts settlement conclusion.
7. The editorial board decision after the initial decision review is final and cannot be disputed.

**Review form in \*.doc format.**

## Privacy Statements

The names and email addresses entered in this journal site will be used exclusively for the stated internal technical tasks of this journal. Submitted manuscripts, unpublished materials are considered as confidential documents and will not be used in the reviewer's own studies without the written consent of the author, and will not be made available for any other purpose or to any other parties.

# Authors Guide

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Each article of the journal «**Measurements Infrastructure**» is submitted in English — the main language, given the desire to present Ukrainian scientific opinion to the international community, and in Ukrainian if possible.

Manuscripts submitted to the journal «**Measurements Infrastructure**» should be original and unpublished. They should not be considered by any other publication at the same time. The authors are responsible for the content of the article, not the editors or publishers.

Authors of submitted papers should familiarize themselves with **copyright transfer to the «Measurements Infrastructure» journal**.

The papers have to be prepared according to the **ethical standards** in publishing.

## Submission for papers

Publication in the «**Measurements Infrastructure**» journal is free of charge.

Manuscripts of articles and the «**Author's Questionnaire**» exclusively should be submitted by **e-mail to the journal Editorial Board «Measurements Infrastructure»** or by personal account of the journal's website. «**Author's reference**» and «**Offer agreement**» should be sent by regular mail to the **Editorial address**. It is allowed to provide facsimile copies with subsequent replacement by the original at the request of the Editorial Board.

«**Author's reference**» and article text are sent only by citizens of Ukraine.

## Manuscript structure. Requirements

- Article title.
- Authors. Name and surname of the author/all authors; academic title, scientific degree, position; e-mail, ORCID; full name of the work place, postal address of the institution.
- Abstract (not less than 1800 characters).
- Keywords (5-8 words).
- Article text.
- References.
- Annexes.

### Article title

The article title should be concise, meaningful and understandable to the entire readership of the journal and convey the main idea. The title should contain key terms to make it more visible when searching the Internet. The English title should be literate from the point of view of the English language, while the content fully corresponds to the Ukrainian title.

### Authors

All authors with full names, degree, position, institution name, city, country, e-mail address and ORCID-identifier of each should be listed.

### Abstract

A The abstract should be informative and understandable, provided that it is published separately from the article: it is necessary to briefly describe the content, including key terms; not only indicate the general objectives and scope of the article, but also contain the methodology used, obtained main results and conclusions. The abstract should not contain indefinite abbreviations.

### Keywords

The terms choice should reflect the subject and main content of the article. The terms will be used for indexing of the article and while reaching in the internet.

### Article text

Articles should be clearly and concisely written and be accessible to an international audience. It is important to avoid colloquial terms and sayings that may not be understandable. All abbreviations and acronyms should be clearly explained when its first appear in the text.

### Annexes

Additional materials should contain the minimum necessary and sufficient information confirming the provisions stated in the article. Additional materials may include additional data, such as tables, figures or graphs. If the material is an integral part of the article, it should be submitted as part of the article and not as additional material.

If additional materials not included in the article file are not considered as integral part of the article, they are not subject to review and cannot be officially cited. Additional materials are posted with the article in the format provided by the author on the site and are available to all readers. The maximum size of each file for additional materials is 10 MB. If authors wish to link more articles to their article, they encouraged to use the data repository.

## The main section of the article:

- Statement of the problem in general and its relationship with the current scientific and practical tasks;
- Analysis of recent research and publications in which is started a solution of the problem;
- Selection of the unsolved aspects of the problem, which is devoted to this article;
- Formulation of the article (study) aim and its tasks (if necessary).
- Basic material with full justification of scientific results;
- The conclusions of this study should emphasize the novelty and prospects for further research.

### References

All citations, methods, models, figures, tables, etc., taken from other papers, should be obligatory and accompanied by a reference to the original source, so as **not to infringe the copyrights of other persons**.

The list of references is placed in the last section of the manuscript named «References». It provides the information needed to find and retrieve any reference cited in the text of the document. Each reference cited in the paper should appear in the list of used references. Similarly, each notation in the list of references should be mentioned in the text of the work.

References are numbered and organized in the references list in the order of their mention in the text.

If there is more than one author in the publication, the link should list them all in a comma.

If the publication has a DOI, it should be specified after the URL (Uniform Resource Locator - a unified resource locator on the Internet).

Use web links that have a «guarantee of eternity» (they should remain unchanged for many years) if there are links to online materials posted on web resources.

## The structure of the bibliographic reference to the source:

- Authors' names and initials (transliteration).
- Publication year.
- Publication title — italics. If there is a translation — in square brackets without italics.
- Source title (journal, conference).
- Volume — bold type.
- Page number, page range, article number.
- Digital identifier doi (required).
- For the monograph publisher's imprint should be given (place of imprint, publishing house, quantity of pages).

**For the English (main) version of the publication.** In the case of writing a scientific paper in a language that uses the Cyrillic alphabet,

- the title of the publication in the bibliographic description is translated into English, and the original language should be added at the end.

Example:

Iu. Kuzmenko, O. Samoilenko 2018 *Processing by least square method of the measurement results for key, regional and supplementary comparison of the measurement standards*. [Опрацювання методом найменших квадратів результатів вимірювань за ключових, регіональних та додаткових звірень еталонів]. *Metrology and Devices*. **70**, pp. 3-13 [In Ukrainian]

**For the Ukrainian version of the publication.** The bibliographic reference is given by original language.

Example:

Ю. Кузьменко, О. Самойленко 2018 *Опрацювання методом найменших квадратів результатів вимірювань за ключових, регіональних та додаткових звірень еталонів*. *Метрологія та прилади*. **70**, с. 3-13

## Manuscripts' files preparation

In order to simplify editing, the proposed article should be sent in Microsoft Word (file extension \*.doc, \*.docx) and Adobe Acrobat (file extension \*.pdf). Formulas are typed in the formula editor MathType. Decryption of symbols included in the formulas is mandatory.

The article can be designed in the form of your choice. You do not need to try to create pages similar to the published pages of the journal, because the detailed work will be done by the journal's editors during production process. For convenience, you can use a **template**.

All the word wraps, double spaces, double line breaks should be removed from the text (automatically using Microsoft Word service «find and replace»). A hard space (Ctrl + Shift + space) is placed between the value of the quantity and its measurement unit.

File containing the text of the article should also include all the information for the publication (including figures and tables). Figures and tables should be embedded in the appropriate point of the text, not placed at the end of the manuscript.

Graphic material should be added separately from the text in EPS, TIFF or JPG files with a dot density of 300 dpi. Formulas should be typed in the MathType formula editor.

### **Article template in the \*.docx format**

**«Author's reference»**

**«Offer Agreement»**

# Publication ethics, preventing anti-plagiarism, conflict of interest

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In within of editorial policy the journal «**Measurements Infrastructure**» adheres to high publishing standards of ethical conduct **COPE Code of Conduct** and **Core practices**, approved by **COPE (Committee on Publication Ethics)** at all stages of the publishing process.

These standards define the responsibilities for publishing ethics of authors, reviewers and the editorial board of the publishing house.

## Ethical authors' obligations:

- The authors and all established co-authors approve the final version of the article as accepted for publication and are fully responsible for its content and fact of its publication.
- Authors should provide reliable research results and ensure that the research results presented in given paper are completely original.
- Authors should comply with the publication requirements. Borrowed fragments or statements should be drawn up with the obligatory indication of the author and the original source. Literary sources used in the work should be properly designed in accordance with the requirements of the journal (Vancouver style). Over-borrowing as well as plagiarism in any form, especially unquoted quotations, paraphrasing or assigning rights in the results of other people's research are unacceptable. Permissions from original authors (and original publishers, if they own the copyright) should be obtained. References should be useful and relevant to the reader.
- Authors should recognize the contribution of all persons who had been influenced on the course of study in either case.
- Authors should ensure that they do not send the same manuscript to other publishers.
- If the author finds significant errors or uncertainties in the article at the stage of its consideration or after publication, he/she should immediately inform the editorial board.
- Authors and co-authors are required to disclose any potential conflicts of interest when submitting their article and should be notified in Recognition Section.

The Editorial Board/Council has the right to refuse to publish the article in case of non-compliance with these requirements.

## Ethical obligations of reviewers:

- The reviewers' names are kept strictly confidential. Reviewers' identities can only be disclosed to members of the journal's editorial board, who are also assigned the maintaining confidentiality. The reviewer should not disclose his identity to the authors, including sending reports directly to the authors.
- Every scientist who submits an article for publication, shall perform a definite part of work in review.
- All members of the Editorial Board/Council are reviewers.
- Reviewer shall objectively evaluate the quality of the manuscript, presented experimental and theoretical work, its interpretation and presentation, and also consider the extent to which work meets academic standards and requirements for its design. The review should be clear and argued. Reviewer should respect the intellectual independence of authors.
- The reviewer should draw the editor's attention to the similarity of the article with any other in whole or in part.
- The reviewer is required to identify in the reviewed material statements, arguments, conclusions that have already been used in other publications earlier and were not cited by the authors. It should properly drawn

up as citation. The editor reserves the right to appeal excessive citation suggestions, especially regarding the own reviewer's work. The editor reserves the right to exclude citation suggestions from reports to protect the reviewers' anonymity.

- If the reviewer suspects that he/she knows the identity of the author/co-author, he/she should inform the editor about the potential **conflict of interest**. The editors will select an alternative reviewer.

## Ethical obligations of the journal's Editorial Board/Council:

- The thoughts and proposals, mentioned in the articles, do not necessarily coincide with the editorial board's point of view. The authors are responsible for the trustworthiness of information in the articles, the exactness of names, statistical data, surnames and quotations.
- Editorial Board reserves the right to reject an article or return it for revision. The author, in turn, is obliged to finish the article according to comments of reviewers and editorial board.
- Editorial Board/Council may reject a manuscript without review if it is considered not match the Journals' politic.
- Evaluation of articles is provided solely on the basis of scientific and/or practical significance, validity of the submitted material and topicality for the journal respective of race, gender, sexual orientation, religious commitments, ethnic origin, citizenship or political commitments of the author.
- Editorial Board/Council may remove even already published article under finding out the violation of someone's rights or accepted norms of scientific ethics. On the fact of removing the article editors informs the author, who provided the article and the organization where the work was performed.
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- The editor reserves the right to appeal excessive citation suggestions, especially regarding the own reviewer's work. The editor reserves the right to exclude citation suggestions from reports to protect the reviewers' anonymity.
- The decision to publish the paper is made by the chief editor, taking into account copyright law and the opinions of other editors or reviewers.

## Preventing anti-plagiarism

The editors inform the authors that they bear full personal responsibility for the authenticity of the contents of the articles. In order to avoid borrowing or incorrect using of the research results of third parties, editors comply with the authors the Ethics of academic citation.

In order to counteract plagiarism editor board carries out the following steps:

- By decision of the deputy chief editor the article is tested for borrowings from third parties work without proper attributions by a computer program.
- During the review of the article the reviewer concludes about the absence or presence of plagiarism in it.

If plagiarism is revealed during editing the article is returned to the author.

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# License, copyright and open access

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If the article is accepted for publication in the journal «[Measurements infrastructure](#)»:

**Author** certifies that the submitted material:

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- was not previously published in other publishing houses and has not been submitted for publication in other editions.

**The author permits** the editorial board of the journal «[Measurements infrastructure](#)»:

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- to place electronic copies of the Work (in particular, the final electronic version downloaded from the Journal's website):
  - a) personal web resources of all authors (websites, web pages, blogs, etc.);
  - b) web resources of institutions where authors work (including electronic institutional repositories).

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«**Author's reference**»

«**Offer Agreement**»

## Open access

The journal «[Measurements Infrastructure](#)» keeps **Open Access Policy (Open Access)**. All the articles are published free of charge and without time limits immediately after print publishing. Full text access is available in on-line mode through the entry **Archive**.

This is in accordance with the BOAI definition of open access. The licensing policy is compatible with the overwhelming majority of open access and archiving policies.

The journal «**Measurements Infrastructure**» is licensed by the [Creative Commons Attribution License International CC-BY-SA](#). This allows to read, download, copy, distribute, print, research, cite or reference to the full text of the article in this journal.

# Archiving

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**Periodicity:** regularly 2 times a year, starting in 2020.

**Publication languages:** English (main), Ukrainian.

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The authors may archive the final published version of their articles in personal or institutional repositories immediately after publication..

# Ownership and management

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**Publisher status:** national

**Scope of distribution:** national, foreign

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- National Technical University of Ukraine «Igor Sikorsky Kiev Polytechnic Institute»;
- Community Organization «Metrology Academy of Ukraine».

**Publisher:** SE «Ukrmetrteststandard».

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