

**Regulations for scientific and technical journal
'Electromechanical matters. VNIEM studies'**

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1. General provisions

1.1. These Regulations were developed in compliance with the Russian Federation Law 'On Mass Media', the Civil Code of the Russian Federation (Part IV, Section VII, Chapters 70 and 71), 'Copyright law' and 'Copyright and related rights' and with the Charter of JC 'VNIEM Corporation'.

1.2. These Regulations specify organizational and technological, as well as content requirements for the scientific and technical journal 'Electromechanical matters. VNIEM studies' (hereinafter referred to as the Journal).

1.3. Founder and publisher of the Journal is JC 'VNIEM Corporation'. From 1959 till 2011 the Journal was published as subject collections of scientific works. Since 2001 the name of the Journal is 'Electromechanical matters. VNIEM studies'.

1.4. In the Journal results of scientific research performed by scientists of JC 'VNIEM Corporation' and by other research institutions are published.

1.5. Publication periodicity is 6 times a year. International standard serial number is ISSN 2500-1299.

1.6. Chief Editor of the Journal is General Director of JC 'VNIEM Corporation'.

2. Requirements and distribution procedure for the Journal

2.1. Materials, published in the Journal, including appendixes, shall not contain national security or commercially sensitive scientific or technical information. Each issue of the Journal shall undergo peer review proving possibility of its open access publication.

2.2. In the Journal, articles are published in Russian. Articles of foreign authors are published in English.

2.3. The Journal has an editorial board comprising at least eight candidates (Ph. D.) and doctors (D. Sc.) of technical sciences. List of editorial board shall be given on the title page of the Journal.

2.4. Pre-publishing review as a strong requirement of publication procedure (see appendix 1).

Only original articles, which have been never published elsewhere, can be published in the Journal.

The following reasons can serve as a ground for publication rejection: submitted article does not fit the area of coverage of the Journal; article does not comply with requirements for materials submitted for publication; negative results of peer review of submitted material; inobservance of the applicable Law on copyright and related rights.

2.5. Instructions for authors (see appendix 2) are available on the Internet site of the Journal.

2.6. Thematic structure of the Journal is specified by its editorial board.

2.7. Each issue of the Journal shall contain the following information:

- title of the journal;
- founder of the journal;
- name, initials of Chief Editor, as well as of editorial board members;
- publication number and date (i.e., imprimatur date);
- index ISSN 2500-1299;
- editorial office, printing office addresses;
- ©-sign(s) (copyright reserved sign(s));
- other information envisaged by the applicable publishing standards and technical specifications.

2.8. Publication of articles is free for all authors including ph. d. students.

2.9. Circulation size of the Journal is defined by the Chief Editor.

- 2.10. The Journal is distributed over the following channels:
- postal subscription in all offices of the Russian post using Consolidated Catalogue ‘Russian Press’ (subscription index 87648). Subscribers receive their Journal copies over Agency for distribution of foreign publications (ARZI);
 - selective promotional mailing using home database;
 - delivery of obligatory copies to ITAR-TASS (Russian News Agency TASS);
 - specialized data base ‘Russian Science Citation Index’ comprising scientific on-line library (NEB) (www.elibrary.ru).

3. Chief Editor of the Journal

- 3.1. Chief Editor of the Journal:
- submits proposals for approval by editorial board members, including foreign scientists, in accordance with the established procedure;
 - appoints editorial board members;
 - performs general management of the editorial board of the Journal and makes decisions on issues related to the Journal publishing;
 - works to involve leading scientists and highly technically trained professionals in activities of the Journal and its editorial board;
 - is responsible for maintenance of the Journal, its scholarly status, fitting of publications the areas of the Journal coverage, observation of requirements of the present Regulations;
 - makes proposals on issues related to translations of the Journal texts into foreign languages, is responsible for observation of the Copyright law and related rights concerning authors of publications.

4. Editorial board of the Journal

4.1. Editorial board of the Journal is headed by a Chief Editor and performs general scientific management of the Journal.

- 4.2. Editorial board of the Journal:
- facilitates quality selection of manuscripts for publication;
 - makes decisions on acceptance or rejection of materials submitted for publication in the Journal;
 - shares responsibility for high scientific standard of the Journal and its informational content with the Chief Editor of the Journal.

4.3. The editorial board reserves copyright for compilation of the Journal issues.

5. Editors of the Journal

5.1. Editors of the Journal perform all preparations for the Journal publication, including acceptance, registration and storage of submitted articles, organization of peer review of materials, editing, electronic composition and proofing, passing the ‘good for printing’ Journal dummy, signed by the Chief Editor, for press, reception of the printed Journal circulation copies and distribution over distribution channels.

5.2. Editors of the Journal perform their activities in compliance with decisions of Chief Editor and the editorial board, as well as with these Regulations and other regulatory documents in the area of periodical scholar publications.

**PROCEDURE for PEER REVIEW
of articles manuscripts submitted for publication to editors of the Journal
'Electromechanical matters. VNIEM studies'**

Each submitted manuscript shall be reviewed by the editors of Journal.

If it does not comply with basic specifications relating to the areas of the Journal coverage, scientific standard, scientific results and form (appendix 2), a reasonable rejection will be sent to the author.

The following reasons can serve as a ground for rejection of article publication:

- the article does not fit the coverage areas of the Journal;
- the article does not comply with requirements to materials submitted for publication;
- negative peer review of submitted material;
- inobservance of the applicable law on copyright and related rights by the author.

Manuscripts complying with the basic requirements shall be peer reviewed. Reviewer is chosen according to recommendations of an editorial board member. If it is necessary, manuscript shall be reviewed by two reviewers.

If the received review contains comments relating to any failures or it is negative, the author will be recommended to revise the manuscript considering these comments, or a reasonable rejection provided with a review will be sent to him (her). Revised manuscript shall be sent to the reviewer for a second round of peer review.

In case of a positive review, non-containing negative comments, the manuscript will be passed to the editors of the Journal to be prepared for publication.

**TERMS and REQUIREMENTS for SUBMISSION
of articles manuscripts for publication in the Journal
'Electromechanical matters. VNIEM studies'**

1. General provisions

In the Journal, articles on general issues of electromechanics, space monitoring systems, information & control and electromechanical complexes, methods for testing of products and equipment, electrical equipment and APP control and protection systems, reception and processing of space data, equipment related to electric pumps and equipment for oil and gas industry are published.

2. Main requirements for articles submitted for publication in the Journal

The article shall contain new scientific results.

The article shall fit the area of coverage and correspond to scientific standard of the Journal.

The article shall be prepared in full compliance with articles submission requirements.

3. Article submission requirements for publication in the Journal

Relevant materials, containing the latest scientific and practical research results, corresponding to the journal's profile, that have not yet been earlier published or handed to the secondary magazine editorial staff, are accepted for the publication in the 'Electromechanical matters. VNIEM studies' journal.

Only the unrestricted materials are accepted for the publication in the 'Electromechanical matters. VNIEM studies' journal. An article must be supported by the authors or organization representation letter, as well as an expert report, regarding the publication capabilities.

Editorial staff does not take cognizance of revising the scripts, handled against these regulations.

All articles must be submitted in a digital form (either CD-R (CD-RW) or e-mail), as well as the paper form. Paper form is signed by all authors, which indicates their agreement on the authority transfer for the article materials distribution, using both printed and digital data carriers. The maximum number of authors in an article must not exceed 5.

All authors must provide the following data to the journal's editorial staff:

1. Text of the manuscript, printed in MS Word and further saved in the doc or docx formats.

2. Article title (both in Russian and in English).

3. Credits: Full name (both in Russian and in English), place of work (an accurate full name of the organization, in both Russian and English languages).

4. UDC (Universal Decimate Classification) number.

5. Annotation (over 100 words, both in Russian and in English).

6. Key words (over 100 characters, both in Russian and in English).

7. References. All links in the article are given in the square brackets.

8. Image – related texts (captions).

9. Graphic materials (charts, tables, diagrams, drawings, photographs, etc.) must be submitted in the separate files, with a minimum resolution of 300 dpi, using one of the standard graphical formats (TIFF, JPEG), while the text on the drawings – Times New Roman,

10 pt. All tables must have a themed headline. Drawings, executed in MS Word, are unacceptable.

An overall size of the articles, all points considered, apart of the graphic materials, must not exceed 12 to 15 A4 series pages (Times New Roman font, 14 pt). Graphic matter size must not exceed 5 drawings, while their positions must be strictly determined. It's also necessary to include links on the drawings and tables right in the text.

Links and / or references, applied to the article, should be processed according to the GOST (All-union State Standard) 7.0.5. – 2008. Bibliographic reference. Basic compilation demands and regulations and GOST 7.1 – 2003. Bibliographic record. Bibliographic description. General demands and compilation rules.

It is also necessary to use Microsoft Equation 3.0. Formula editor for the formula and variables layout. Formulas, implemented as drawings, are unacceptable! All the Russian and Greek letters (Ω , η , β , μ , ω , ν , etc) in formulas must be printed, using a Roman script. All the trigonometric function values (sin, cos, tg etc.) – in Roman script. All the Latin letters – in italics. An article must include only the very essential formulas, while it's highly recommended to avoid any midterm calculations.

Account must be taken of the fact, that the text-column width is 76 mm. If the formula or graphic material is too large, it is necessary to shrink it.

Ph. D. students are not charged for the publication.