



# Thesis Reviewer guidelines

## Peer review process

The peer reviewers are selected by Chief Editor according to the scientific paper topic and the reviewer expertise.

The author and a reviewer are not in an employment relationship, are not members of the same working group, are not a supervisor and a student, and are not members of the same family.

Each paper is reviewed by the Chief Editor and, if it meets submission criteria, it is sent to two referees for double blind peer review. Based on their recommendations, the Chief Editor then decides whether the paper should be accepted as is, revised or rejected. In submitting research papers, the authors are asked to prepare their manuscripts in such a way that they do not reveal their identities to reviewers, either directly or indirectly. For better quality of research papers, since 2016 reviewers use a standardised template for review. This template requires the author to receive feedback and comment on amendments to the paper made after the review. The reviewing process and quality criteria of the Journal of Business Management are described in Authors Guidelines.

## Reviewers' responsibilities

Reviewers evaluate article submissions to Journal of Business management based on the requirements of the journal, predefined criteria, and the quality, completeness and accuracy of the research presented. They provide feedback on the paper, suggest improvements and make a recommendation to the Chief Editor about whether to accept, reject or request changes to the article. The ultimate decision always rests with the Chief Editor but reviewers play a significant role in determining the outcome.

### Peer reviewers' role and requirement to:

- Respect the confidentiality of peer review, and not discuss the manuscript with others.
- Declare any conflicts of interest.
- Provide an objective and constructive explanation for their recommendation.
- Not allow their decision on a manuscript to be influenced by its origin or authorship.
- Not reproduce information or any part of the manuscript under review in any of their own work prior to publication by the authors.
- Only agree to peer review manuscripts within their expertise and within a reasonable timeframe.
- Report to the Chief Editor about any suspected publication misconduct
- Not delay publication.
- Not use insulting, hostile, or defamatory language.

- Destroy submitted manuscripts and all related material after they have reviewed them.

### **Publication misconduct**

At JBM, we deal with the suspected publication misconduct on a case-by-case basis while following guidance produced by the Committee on Publication Ethics (COPE).

We take seriously all possible misconduct. If Chief Editor has concerns that a submitted article describes something that might be considered to constitute misconduct in research, publication, or professional behaviour, we may discuss the case in confidence with The JBM's ethics committee. If the case cannot be resolved by discussion with the author(s), and the Chief Editor still has concerns, s/he may report the case to the appropriate authorities.

Each paper is reviewed by the editor and, if it is judged suitable for this publication, it is then sent to two referees for double blind peer review. Whenever possible, referees are matched to the paper according to their expertise. Based on their recommendations, the editor then decides whether the paper should be accepted as is, revised or rejected.

### **Review of submitted revision**

Once authors revise and resubmit manuscripts requiring any revisions, the manuscript, is sent back to the original reviewers whenever possible. In some cases, the editor may solicit additional reviewers. Guided by the authors' responses to the reviewers' initial feedback, reviewers consider whether the changes improve the manuscript sufficiently to warrant publication. The editor provides feedback to authors and renders a publication decision.

The instability of the entire socioeconomic system is growing. This situation demands from organizations quick and accurate managerial decisions which take into account changes in the external environment and utilise new possibilities.

Rapid changes on the macro and micro level need proactive measures; for instance, organizations must think about connecting business decisions and business cycles (the topic of one of the journal articles in this issue).

Top management team diversity in these conditions has become more important. The topic of alumni knowledge management is important for organizations and a sustainable higher education system.

One of the papers (theoretical) is devoted to different trends in strategic management (research based on keyword analysis).

All this and other problems are discussed in papers included in JBM Issue No. 15.

All the papers were double-blind peer reviewed. Following the necessary corrections and additions resulting from the review process, 5 accepted papers were included in the issue.

The Journal of Business Management has been indexed in COPENICUS since 2017 and in EBSCO since 2008.

Next year issues will be devoted to foreseeing challenges and opportunities for organizations on the macro and micro level.

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