Paper submission rules (for authors)

I. General

1. The "*Voprosy kiberbezopasnosti*" scholarly journal under review undertakes a review of and publishes scholarly articles concerning information security. The scientific policy of the journal is oriented towards the requirements set by the Higher Attestation Commission (VAK) to the RF Ministry for Education and Science and international professional and respective ethic standards.

2. The journal publishes articles free of charge. No royalties are pays. Manuscripts are not returned to authors.

3. The editorial staff reserves the right to select articles. A decision to publish is taken by the journal's editorial board members on the basis of the peer review. Papers approved by the editorial board / panel are published within six months from the day the said decision to publish is made. A paper may be rejected or returned to authors for revision based on formal and scientific criteria (Sections III, IV) or for ethical reasons (refer to Publishing ethics). The articles submitted to the editorial office with a breach of the submission procedure (Section II) are not reviewed.

II. The procedure for submission of papers for publishing

4. An application for publishing (in any format) and attachments thereto are to be e-mailed to the journal's address: editor@cyberrus.info.

5. Mandatory attachments to the application include:

- an article designed in compliance with the journal's rules and closely to the template – *in two formats doc/docx and pdf*;
- a statement (summary) of possible open publishing (according to the regulations established in the organization and approved by the head thereof with the organization's seal put thereon) – *in pdf format*.
- report or anti-plagiarism certificate – *in pdf format*.

The authors without academic degrees and/or titles are to submit criticisms / review of the research supervisor – *in pdf format*.

6. The e-mailed application **implies the author's consent to assign the rights[1]** to the article on publication thereof and also means acceptance by the author of the journal's policy, open printing of the matters in the author's article and criticisms including authors' personal details unless the latter is particularly specified in the author's statement.

7. Correspondence is to be carried on by e-mail.

III. Design rules (criteria of correctness)

8. Authors are to closely rely on the template posted in the web-site.

9. The article structure is to include the following : UDC, article's title; first, patronymic and second names of authors and their identification details (academic titles, full name of the organization, city, e-mail address)[2], abstract of the article, key words, text of the article (including mandatory summary/conclusions), bibliography. Identification details of authors and reviewer are to be given in footnotes.

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[1] The journal adheres to the Creative Commons license "with authorship stated".

[2] In addition, the author's ORCHID may be stated, which simplifies reference to DOI

10. An article may be written in the Russian and English languages.

11. The abstract is to be representative and contain 150-250 words and the article's title is not to be repeated. The abstract is to exactly highlight the research results, namely:

- what is done,
- what effect it produced,
- the field.

GOST 7.9-95 is to be adhered to.

12. Key words are to include 7-11 key phrases and words in the article title are not to be repeated.

13. Authors are recommended to adhere to the following structure of the article text: introduction (problem description), research objective (problem statement), methodological concepts (showing scientific novelty), research results and discussion thereof, summary or conclusions, and bibliography.

14. Permissible scope of a scholarly paper is 20,000-25,000 characters.

15. Illustrations used in an article are to be attached in individual graphical files (jpg or tif with the least resolution of 300 dpi for original size in a print publication).

16. A summary is to highlight the following:

- what is done,
- what effect it produced,
- the field.

A separate paragraph is to be exactly dedicated to practical application / authenticity of the scientific solutions proposed.

17. The article is to include a list of bibliographical sources in a reference order, for instance: [1], [2, 5-7], [9, p. 135]. The list of references is to be designed according to GOST R 7.05-2008 (with pages being stated).

18. It is strongly recommended to refer to current open journal articles under review in elibrary.ru (or in the international citation bases Scopus and Web of Science with mandatory statement of **DOI**) for the last 5 years. Reference to the unclassified sources including laws, standards, instruction manuals, any other anonymous publications, and non-scientific sources (for instance: Wikipedia, newspapers), educational books etc. is to be avoided. If a reference is strongly desirable it is to be made in a footnote[3].

19. Recommended scope of bibliography: 20-40 current classified sources.

20. The editorial staff shall reject the articles that have not been proofread.

IV. Publishing terms and conditions (scientific criteria)

21. Scientific papers to be accepted shall include the articles consistent with cyber security problems among professional groups of scholars, namely: 05.13 and 05.26 plus, if justifiable, related groups, for instance: 12.00, 05.02, 05.12, 05.25 etc.

22. The editorial staff shall review only papers that have been published nowhere before and authors are to be sure of the unique character of the text using the systems of the "anti-plagiarism" class. Borrowing coefficient is not to exceed 20%.

Papers accepted for printing in other publications shall be strongly rejected.

23. An article is to meet most of scientific criteria accepted in the scientific community and first of all:

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[3] For instance, issues of Voprosy kiberbezopasnosti for 2017. URL: http://cyberrus.info/archives/date/2017

- relevance/being necessary,
- novelty of theoretical and/or applied (production) deliverables,
- authenticity.

24. Articles without formalization elements shall be rejected.

25. The important point in the article is overview (in the form of discussion and with particular references: references in a wide range, such as [1-9], are to be avoided) of well-known up-to-date scholarly papers on which the author relies in his submission. Articles where self-citations reach 30% are not encouraged!