

## Editorial Policies

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### OVERVIEW OF THE EDITORIAL PROCESS

For detailed submission guidelines please refer to the [Instruction for Authors](#) or contact the Editor of the journal.

#### Submission

Each manuscript should be accompanied by a cover letter which should explicitly state that the authors have the authority to publish the work and that the manuscript (or one with substantially the same content, by any of the authors) has not been previously published in any language anywhere and that it is not under simultaneous consideration by another journal. All authors of the manuscript are responsible for its content; they must have agreed to its publication and have given the corresponding author the authority to act on their behalf in all matters pertaining to publication. The corresponding author is responsible for informing the co-authors of the manuscript status throughout the submission, review, and production process.

#### Authorship

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Those who do not meet that criteria should be acknowledged. It is the sole responsibility of contributors to determine the authors of the manuscript submitted to the journal.

Authors must ensure that anyone named in the acknowledgments agrees to being so named. Editors of *Dependence Modeling* may require that the corresponding author obtain written permission to be acknowledged from all acknowledged individuals.

#### Addition or Removal of Authors

The authors' request for addition or removal of an author should be properly justified. Please note that a change in authorship (order of listing, addition or deletion of a name, or corresponding author designation) after submission of the manuscript will be implemented only after receipt of signed statements of agreement from all parties involved (all listed authors and the author to be removed or added).

#### Peer Review process

Each manuscript after uploading to [Editorial Manager](#) receives an individual identification code that is used in all correspondence regarding the publication process. However, a submission may be declined by the Editors without review, if the studies reported are not sufficiently novel or important to merit publication in the journal. Manuscripts deemed unsuitable (insufficient originality or of limited interest to the target audience) are returned to the author(s) without review.

#### Choice of reviewers

The Editor seeks advice from experts in the appropriate field. Research articles and communications are refereed by a minimum of two reviewers, review papers by at least three.

#### Suggestions from authors

Authors are requested to suggest persons competent to review their manuscript. However, please note that this will be treated only as a suggestion, and the final selection of reviewers is exclusively the Editor's decision. The authors' names are revealed to the referees, but not vice versa.

The reviewers make an objective, impartial evaluation of scientific merits of the manuscript. Reviewers operate under guidelines set forth in the Guidelines for reviewers and are asked to comment on the following aspects of submitted manuscripts:

- novelty and originality of the work;
- broad interest to the community of researchers;

- significance to the field, potential impact of the work, conceptual or methodological advances described;
- study design and clarity;
- substantial evidence supporting claims and conclusions;
- rigorous methodology

If a manuscript is believed to not meet the standards of the journal or is otherwise lacking in scientific rigor or contains major deficiencies, the reviewers will attempt to provide constructive criticism to assist the authors in ultimately improving their work.

If a manuscript is believed to be potentially acceptable for publication but needs to be improved, it is invited for reconsideration with the expectation that the authors will fully address the reviewer's suggestions.

Once all reviews have been received and considered by the Editor, a decision letter to the author is drafted. There are several types of decisions possible:

- Accept without revision
- Minor revision
- Major revision
- Reject

### Revised manuscript submission

When revision of a manuscript is requested, authors should return the revised version of their manuscript as soon as possible. Prompt action may ensure fast publication, if a paper is finally accepted for publication. If it is the first revision of an article, authors need to return their revised manuscript within 3 months. If it is the second revision authors need to return their revised manuscript within 1 month. If these deadlines are not met, and no specific arrangements for completion have been made with the Editor, the manuscript will be treated as a new one and will receive a new identification code along with a new registration date.

The final decision is made by the Editor-in-Chief.

### Final proofreading

Authors will receive a pdf file with the edited version of their manuscript for final proofreading. This is the last opportunity to view an article before its publication on the Journal web site. No changes or modifications can be introduced once it is published. Thus, authors are requested to check their proof pages carefully against the manuscript and prepare a separate document containing all changes that should be introduced. Authors are sometimes asked to provide additional comments and explanations in response to remarks and queries from the language or technical editors.

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Manuscripts ready for publication are promptly posted online. The manuscripts are considered to be ready for publication when the final proofreading has been performed by authors, and all concerns have been resolved. Authors should notice that no changes can be made to the articles after online publication.

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- **Professional conflicts:** public associations with institutions or corporations whose products or services are related to the subject matter of the article; membership of a government advisory council/committee; relationship with organizations and funding bodies

**Authors** should declare whether they have any conflicts of interests that could have influenced the reporting of the experimental data or conclusions in their paper. Such a statement should list all potential interests or, if appropriate, should clearly state that

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Readers are free to submit comments, questions or criticism about all articles published in Dependence Modeling.

De Gruyter reserves the right not to post comments deemed to be discourteous, inaccurate or libelous and the right to remove comments already posted.

Comments may also be declined if they:

- are irrelevant to the article
- are lacking cogency
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Authors of all comments are requested to reveal all competing interests they might have with respect to the article. For more details see [Conflict of Interest](#).

## APPEALS AND COMPLAINTS

### Appeals

Authors who want may appeal on the rejection of their manuscript should contact Editor of specific journal. Appeals should refer to scientific content of the manuscript and its suitability for publication. The decision made by the Editor-in-Chief is final.

### Complaints

Authors who want to make complaints should, in first instance, contact the Editor of the journal. In case, the Editor is not able to resolve the complaint, the Authors should contact us directly.