

Peer review process

All research articles and most other article types published in the Ukrainian Journal of Physical Optics undergo peer review. The journal uses a single-anonymized peer review process. Author identities are known to peer reviewers, but peer reviewers' identities are not revealed to the authors.

The peer review process usually involves review by at least two independent, expert peer reviewers. All submissions to the Ukrainian Journal of Physical Optics are reviewed for completeness and then assessed by an Editor who will decide whether they are suitable for peer review. The editor cannot be the co-author of the submission. Editors consider the peer-reviewed reports when deciding. A concern raised by a single peer reviewer or the editor may result in the manuscript being rejected. Authors receive peer review reports with the editorial decision on their manuscript. Proceedings papers are reviewed by the Programme Chairs, Programme Committee members, and journal editors. Peer reviewers play an important role in scientific publishing. Their expert evaluations and recommendations guide editors' decisions and ensure that published research is valid, rigorous, and credible. Editors select peer reviewers primarily because of their in-depth knowledge of the subject matter or methods of the work they are asked to evaluate. Peer reviewers are accountable for the accuracy and views expressed in their reports, and the peer review process operates on a principle of mutual trust between authors, reviewers, and editors.

Editors obligations:

To obtain two peer reviewers for manuscripts. If the peer review report meets the following standards, the editor can make the decision based on one report: peer review reports should provide constructive critical evaluations of the authors' work, particularly of the appropriateness of methods used, whether the results are accurate, and whether the conclusions are supported by the results.

Authors can suggest peer reviewers in the cover letter. The editor is encouraged to independently verify the contact details of reviewers suggested by authors or other third parties. Editors will consider these requests but are not obliged to fulfill them. Each manuscript should be reviewed by at least one reviewer, not suggested by the author. Manuscripts that do not report primary research or secondary analysis of primary research, such as Editorials, Book Reviews, Commentaries, or Opinion articles, may be accepted without peer review. Such manuscripts should be assessed by the editor. On exceptional occasions when two independent peer reviewers cannot be secured, the editor may act as a second reviewer or decide to use only one report. Potential peer reviewers should inform the Editor of any possible conflicts of interest before accepting an invitation to review a manuscript.

Manuscripts returned to the authors for revision should be returned to the Editorial Board as quickly as possible. After revising the paper and writing a detailed reply to the reviewers with a list of changes made, the corresponding author will submit a revised manuscript and response. The changes made in the manuscript should be selected by the color marker. The editor will make a final decision or send the manuscript back to reviewers.

Identification of/dealing with allegations of misconduct

One of the referees' primary obligations is identifying plagiarism, falsification, or data fabrication in the submitted papers. Providing false or misleading information will result in the manuscript being rejected.

Papers retraction

If it is found that the research was carried out or conclusions drawn fraudulently, the editorial board of the Ukrainian Journal of Physical Optics may retract the article without reimbursing the article processing charge. Reasons for paper retraction include fraudulent data, plagiarism, untrue authorship claims, multiple submissions of the article, or general misconduct related to professional codes of ethics.

Appeals process

Often, papers are deemed unsuitable for publication before or after peer review. Authors who believe an appeal is warranted should contact the Ukrainian Journal of Physical Optics editorial staff with the request for an appeal. The authors will be directed to submit arguments to the editor-in-chief and provide a thorough response to all referee comments. The editor-in-chief will make a final ruling as soon as possible. The editor-in-chief ruling on the appeal is final in all cases.

Complaints process

The authors have the right to complain and ask for an explanation if they perceive misconduct in applicable policies and ethical guidelines. They can raise their complaints by submitting a letter to ujpo@ifv.lviv.ua.

All the complaints regarding delinquencies in the work processes are investigated according to the prevailing publication ethics practices.

An author or any other scholar may submit complaints about any issues related to plagiarism, copyright violation, deceiving research results or wrong research results, violations of set research standards, unrevealed conflicts of interest, bias in the review process, unusually late manuscript processing time, unsatisfactory peer-review comments, or authorship issues.

Once a complaint is received, an acknowledgment is sent to the complainant, assured that appropriate action will be taken within one week.

The journal working editorial group initiates the investigation process according to the directions of the editor-in-chief. After the investigation, a meeting is held with a complete report on the complaint. The decision is taken and forwarded to the concerned scholar through his submitted email.

Conflicts of interest

We define a conflict of interest as arising from any relationship authors, reviewers, or editors have that interferes with, or could reasonably be perceived as interfering with, the full and objective presentation, peer review, editorial decision-making, or publication of a manuscript. Conflicts of interest can be financial or non-financial, professional or personal, and can arise concerning an organization or an individual. Ukrainian Journal of Physical Optics requires full disclosure by authors of all conflicts of interest relevant to a submitted manuscript, which is integral to transparent research reporting. Sources of funding for reported research and relevant commercial relationships of authors represent special categories of potential financial conflicts of interest for which specific disclosures are expected.

Authorship criteria

The minimum requirements that define authorship are making a substantial contribution to the work and being accountable for the work and its published form. Authorship should be based on the following criteria: Substantial contributions to the conception or design of the work; the acquisition, analysis, or interpretation of data for the work; and drafting the work or reviewing it critically for important intellectual content; agreement to be accountable for all aspects of the work related to the accuracy or integrity of any part of the work; approval of the final version.

Ethical Principles

The journal is transparent about its ethical requirements for authors and published works. The journal supports and uses the organization's principles of COPE (<https://publicationethics.org/>).