On the work of the referees

Introduction

The journal of Ingeniería Mecánica is an academic project developed by professionals who perform the various processes required for the publication of a scientific communication tool. The journal operates on arbitration.

The Editor's objectives in the review process are:

1. To give the referees a uniform document for the revision of articles.
2. The selection of peer reviewers, according to the availability and expertise of these and the topic to be reviewed.
3. To maintain adequate communications with each reviewer or referee in the process.

Maintaining the quality of the magazine requires a very active cooperative work between the referees and the Editor.

The process of publishing articles begins with the dispatch of work by the author or authors, in print and electronic version as the General Rules for submission of articles to the magazine state. Items are initially evaluated by the Editorial Board of the magazine and then pass to the review process for acceptance or refusal of publication, which must be done in a period no longer than a month.

In reviewing the articles a peer refereeing system is applied, which involves two reviewers, their work is confidential and anonymous (double blind), this is the appropriate and standard procedure. The reviewers will issue a report on whether or not publication is recommended. This report will be considered by the Editor in order to publish or not the article.

The reviewers must also comply with the ethical obligations.

Ethical obligations for reviewers

1. To maintain, throughout the review process, the principle of confidentiality on the part of the reviewers for the work in question, and the confidentiality of their names to the authors of the manuscript.

2. If a reviewer does not feel qualified or does not have enough time to review the work, the manuscript must be returned immediately to the direction of the magazine.

3. The reviewer should judge objectively the quality of the manuscript on its own merits and respect the intellectual independence of authors. Personal criticism is not appropriate. They should express their views and opinions in an objective, accurate, clear, truthful and convincing way, especially the negative judgments, for publishers and authors to understand the basis of their observations.

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Some of these ethical obligations were taken and adapted for “Revista de Ingeniería Mecánica” on the basis of those established in the document Ethical Standards from the Revision and Ethical Norms Committee of the American Society of Mechanical Engineering – ASME. Published at: http://www.asme.org/Publications/ConfProceedings/Author/Ethics.cfm
4. There can be no conflict of interest between authors and reviewers of the manuscript. If a manuscript submitted for review represents a potential conflict of interest or the reviewer has a personal opinion on it, the manuscript should be returned without delay and without conducting the review.

5. The reviewer should note any substantial similarity between the manuscript to review and any other already published or if you know any manuscript submitted for publication elsewhere.

6. The entire contents of a submitted manuscript is confidential and property of the authors, it shall not be used in any way by the reviewer, or otherwise be exposed except with the consent of the author and proper attribution.

7. If a reviewer has convincing evidence that a manuscript includes plagiarized content or falsification of research data or known to have been published, the director of the magazine shall be notified promptly, which will take appropriate action.