**The procedure for reviewing articles sent to the editorial office of the journal “Herald of the MACI”**

Articles submitted to the editorial office of the journal “Herald of the MACI” are subject to one-sided blind review, and consideration of the submitted article takes place in two stages: stage

1: formal review by the editor;

Stage 2: analysis of the content of the article by external experts or/and members of the editorial board.

As part of the formal verification, the compliance of the manuscript with the formal requirements of the journal for the content and design of articles is monitored according to the following criteria:

* the originality of the text of the article (verification in the "Anti-Plagiarism" system),
* originality of the results (the main results of the article have not been previously published by the authors in scientific journals),
* compliance of the volume of the article with the recommendations set out in the content requirements,
* compliance of the UDC codes with the content of the article,
* adequacy of translation of the title, annotation and list of keywords of the article into English,
* absence of grammatical errors,
* compliance with the requirements for the design of articles.

In case of detection of gross or mass violations of the requirements for the content and design, the article is rejected on a formal basis. In this case, the authors have the right to send the revised text of the article to the editorial office once.

To analyze the content of the article, the editorial board appoints reviewers from among external experts and/or members of the editorial board. The reviewer evaluates the article according to the following criteria:

* compliance with the subject of the magazine,
* scientific significance,
* practical significance,
* the degree of reliability of the results obtained,
* the quality of the presentation of the material.
* Based on the recommendations of the reviewers, the editorial board assigns the article one of the following statuses and sends a message to the authors:
* accept for publication,
* publication is possible after completion,
* reject.

The term of reviewing articles is 1 month.