

# *THE INTERNATIONAL SCOPE® REVIEW*



## *EDITORIAL BOARD CODE OF CONDUCT*

### Mission statement

The Editorial Board of The International Scope Review (TISR) is the organ in charge of, on the one hand, assessing submissions to TISR, and on the other hand, advising and supporting the development of TISR.

### Mission of TISR Editorial Board Members

TISR Editorial Board Members assess papers submitted to TISR either as experts or as general readers. They advise and support the general development of TISR.

### Academic evaluation duties

TISR Editorial Board Members assess papers submitted to TISR in accordance with the procedural, ethical and methodological rules of TISR. They are likely to run special issues and write editorials.

By joining TISR, Editorial Board Members declare to be aware of the TISR central explanatory model and to adhere to it.

Should TISR Editorial Board Members identify a conflict of interest, they must notify the Editorial Director immediately to find another, fully independent reviewer. This is the only case in which Editorial Board Members may refuse to review an article submitted to TISR.

### Innovation and development duties

TISR Editorial Board Members expand the Review's fame in their respective disciplinary and geographic areas, and bring in new Members.

They suggest orientations for the editorial policy, develop the methodology, and suggest improvements and innovations.

They shall follow up TISR's most recent developments, and strive to participate in the TSCF conferences at least one out of two years.

#### TISR aspiration level

TISR shall strive for scientific excellence through the use of impartial and rigorous evaluation methodology. Evaluation shall always be double-blind and based on the use of the approved TISR methodology.

TISR Editorial Board Members abide by the TSCF code of ethics and to the TSCF code of conduct.

#### Involvement in the community

TISR Editorial Board Members are expected to communicate with the head office on a regular basis, to retrieve regularly their messages and to respond within 15 (fifteen) days at the latest. They are aware of the commitment taken by TISR toward authors regarding the evaluation cycle, which should not exceed 3 (three) months in total.

#### Tenure of appointments

TISR tenures last three years. The current tenure has commenced on the 1<sup>st</sup> of January 2008 and will end on the 31<sup>st</sup> of December 2010. Resignations during a tenure period are not allowed.

#### Professional data

TISR Editorial Board Members update regularly their profiles contained the Members area of the TSCF website. They inform in due time the head office of any significant changes in their personal and professional situation.

They agree to be mentioned as participants in bids for research and development operations.

TISR Editorial Board Members must not disclose to third parties the contents of the articles they review. They must delete these articles and related data after submitting their evaluation reports.

#### Technical devices

TISR Editorial Board Members must have valid individual email addresses and make sure that their email devices can support the receipt of bulk sending and large attachments from the head office.