

Rules of articles submission and publication

Правила направления и опубликования статей

To publish a scientific article in the journal the following materials should be submitted to the editorial board: the article, information about the authors, a review, the author's agreement. The editorial board reserves the right to require an expert opinion on the possibility to publish the article in the mass media.

Articles submitted to the journal "Fires and emergencies: prevention, rescue, elimination" should contain the results of scientific studies and tests; descriptions of new technical devices, software and information products; reviews and recommendations to standard technical documents; reference materials, etc. Calculation methods and experimental data obtained by the author should be formatted in accordance with **CODATA** (Committee on Data for Science and Technology) recommendations. Other numerical data, except for common values, should be provided with references. Research articles should have a practical focus.

It is not allowed to send to the editorial board the papers that have been published and/or accepted for publication in other journals.

The editorial Board asks authors to follow the rules given below while preparing their manuscripts.

I. ARTICLE

1. The article is submitted in two versions – in **printed and electronic** forms which must match exactly. The article and all accompanying documents should be sent to the editorial Board in the **electronic form** via email fe_agps@mail.ru), as well as in the **paper form** by post (Russian Federation, 129366, Moscow, B. Galushkin street, 4. State Fire Academy of EMERCOM of Russia. The editorial board of the journal "Fires and emergencies: prevention, rescue, elimination"). The article should be clearly written, carefully edited and signed by all the authors.

2. The material should be presented in the following order.

2.1. The text is located on one side of A4 sheet; font – Times New Roman, size 14; one-and-a half line spacing. Pages should be **numbered**.

2.2. The electronic version is made in common text formats (doc, docx).

3. The article should be written in the Russian literary language using the letter "ё".

3.1. The recommended article content is from **5 to 15** pages.

4. The basic structural units of the article are:

4.1. The **UDC** (Universal Decimal Classification) classifier is located at the top of the first page.

4.2. Surname, initials of the author.

4.3. The title of the article.

4.4. Abstract. The purpose of the article and the main findings (35–70 words) should be briefly introduced.

4.5. Key words (up to 10 words). Words should be separated by commas. Please note that key words present a list of concepts to search articles in the information space, but not the theses or word combinations of several words.

4.6. The main part of the article.

4.7. References. The list includes not less than **10** most significant publications (excluding normative documents, patents, etc.) in accordance with the applicable rules of formatting the bibliography (GOST R 7.0.5–2008). At least half of the references should be included in one of the main citation indices: the Russian scientific citation index – eLibrary, Web of Science, Scopus, Chemical Abstracts, MathSciNet, Springer, etc. In case of assigning digital object identifier (**DOI** – the search site: <http://www.crossref.org>) to the publications it must be specified. That will allow you to unambiguously identify the object in the database. If URL or DOI are used as the bibliographic references, the author should check their spelling and resource availability according to the reference. The implementation of this requirement will demonstrate that the authors use previous scientific achievements to the necessary extent. The reference list should be relevant and contain **at least 5 latest, up-to-date (not older than 10 years)** articles from scientific journals or other publications.

The list should contain not more than 30 % of the references, the author or co-author of which is the author of the article himself.

GOST should not be included in the list, references to them should be given directly in the text of the article.

Make sure that the information specified in the reference list (the author's full name, the title of the book or the journal, the year

of publication, volume, issue and quantity, pages interval) is correct.

Unpublished results, draft documents, private messages, etc. should not be included in the reference list but they can be mentioned in the text.

5. After the article written in Russian, information in English is published in the journal. It includes the translation of paragraphs 4.2, 4.3, and the abstract in English, 4.5, 4.7.

The abstract written in English is an information source independent of the article. It is intended for English-speaking readers who will be able to see the content of the work. The text of the abstract should be submitted to the editorial board in the **Russian language**. Then after editing it is translated into English. The recommended content is 100–250 words. It is appropriate to place the key fragments of the main part of the article in the abstract written in English. The abstract includes five items. (**items should be listed!**):

Purpose. The title of the article is revealed, the range of issues is determined, the task, objectives, object and subject of the research are indicated in this paragraph.

Methods. Approaches, methods and technologies of studying are stated, their novelty is noted.

Findings. The most significant theoretical concepts, experimental data are given, their relevance and novelty are emphasized.

Research application field. The possibility of using the obtained findings is described, their scientific and practical significance is noted.

Conclusions. The results of the article are summarized, recommendations and evaluations are given, research prospects are designated.

6. While designing the main elements of the article a number of rules should be observed:

6.1. Illustrations (drawings, photographs, schemes, graphs) are submitted in separate files in one of the common image formats (jpeg, cdr, eps, pdf). Charts, diagrams, graphs must be editable (Word, Excel, Visio). Images should be **sharp** and **contrastive**. Scanned images used in the text should have a resolution of at least 300 dpi. Picture captions are compulsory. In case of two or more illustrations they should be numbered. Picture captions should contain sufficient information to ensure that the data are understandable without referring to the text (if this information is not given in another illustration).

6.2. If there are two or more tables, they should have titles and be numbered.

6.3. Formulae are executed in the **Math Type** editor (except the one-line ones). They are spaced in the center of the line. The formula number is indicated to the right in parentheses. Only formulae having text references are numbered.

6.4. References to the source are numerated, numerals being given in square brackets.

II. INFORMATION ABOUT THE AUTHORS

7. Information about the authors is submitted in the **electronic form**.

7.1. The following data are provided in Russian:

– surname, name, patronymic;

– year of birth;

– academic degree;

– position;

– place of work (institution, city, country) with the address;

– academic status, (academician, corresponding member, if available) at the State Academy of Sciences;

- honors and awards (optional);
- description of activity spectrum and scientific interests;
- office telephone;
- E-mail address.

- 7.2. The data provided in English include:
- name, surname;
 - academic degree;
 - place of work (institution, city, country).

III. REVIEW

8. A review of the research article is submitted in a **printed version signed by the reviewer**. The review should be signed by a specialist of the corresponding qualification, having a degree.

9. The editorial board organizes reviewing of submitted materials for their expert evaluation.

9.1. The reviewer evaluates:

- correspondence of the article content to its title;
- the structure of the article (the subject of the study, objective setting, the course of the research, findings and conclusions);

- presence of a scientific or technical novelty in the article;
- advantages and disadvantages of the article.

9.2. The reviewer makes a conclusion on the appropriateness of the article publication, as follows below:

- to accept the article;
- to accept the article with minor correction. In this case, the author receives the text of the review with a proposal to make

the necessary changes and additions in the article or give arguments in order to confute the reviewer's comments;

- to review the article again after extensive revision.

In this case, the author receives the text of the review with a recommendation to revise the article. The revised article is sent for re-review;

- to reject the article. A reasoned refusal of the publication is sent to the author and the article will not be accepted for re-examination.

9.3. The reviews are kept in the editorial office for 5 years.

9.4. The editorial board sends copies of the reviews to the Ministry for Education and Science of the Russian Federation on request without the reviewer's signature, name, position and workplace.

IV. PREPARATION OF MATERIALS FOR PUBLICATION

10. The materials received by the editorial board are considered, afterwards a decision is made concerning their preparation for publication, necessity of revision or rejection. Chief editor determines the conformity of the manuscript to the type of the journal and the requirements to its design. If the article does not match the type of the journal, the author is informed about the impossibility of the article publication. Authors can get the information concerning the results of their materials consideration in the editorial office.

11. In the case of a positive decision the editorial staff together with the author start to prepare the material for publication. Before printing the article the author receives an edited typeset version for viewing. Manuscripts accepted for publication, are not returned to the author.

12. After publication the author receives a free copy of the journal.

13. Materials not complying with the rules are not considered.