



*RIREA – Casa Editrice della
Rivista Italiana di Ragioneria e di Economia Aziendale
Dal 1901*

“ADVANCED STUDIES IN
INTERNATIONAL BUSINESS ADMINISTRATION”
Scientific Series

Directed by Oleg Kozyrev

Anonymous referee procedure in accordance with international standards

1. Editorial proposal

The proposed publication must be submitted by the author to the Scientific Director of the Series (address: rivista@rirea.it) which will evaluate, together with the Scientific Committee, the quality of the work, allowing the start of the process of refereeing.

The proposal includes:

- Sending two copies of the complete work in word, one of which is anonymous
- A summary of 10-15 pages, depending on the length of the complete work, which must contain the following elements.

A) Title and description of the objectives of the research, in particular:

- Research theme;
- Any sub-themes of the research;
- Objectives of the research;
- Distinctive elements worthy of consideration with respect to other publications on the same subject;
- Innovative contribution that the research intends to provide in relation to the studies in progress;
- At least three key words.

C) Description of the methodology used to conduct the research.

D) A detailed description of the structure of the paper, in particular:

- The index;
- Indication of the entire length and the length of each chapter
- Description of the objectives and aspects analyzed in each chapter;
- Bibliography and reference lists of websites.



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E) *Obtained results and synthetical research considerations*

2. Stages of referring

- a. The Scientific Director, on the proposal of Scientific Committee appoints two Reviewers. Full Professors, Associates and Researchers may be appointed. Except in exceptional cases, at least one of the two Reviewers must be a Full Professor.
- b. The referee procedure goes via a Double Blind Review in which Author and Reviewer are anonymous. The identification of Reviewer takes place in order to ensure the absolute independence and the absence of any conflict of interest with the authors. The first round of the referee must take place on the synthesis of the work within 40 days of receiving the proposal of the Author (anyway, the the complete file is sent to reviewer, for any thorough checks, if considered necessary). The referee results in the following:
 - Acceptance of the work
 - The request for changes / additions
 - The resubmission of a new version of the same work⁽¹⁾;
- c. It will be a second, if necessary, evaluation assessed by the Reviewer (second round), to be held within 20 days of the return of the corrected/integrated/renewed material (in both synthetic and analytical version) by the Author.
- d. in case of acceptance of the work by the Reviewers, the final version will be submitted to the Director and the Scientific Committee to verify its compliance with the indications provided by the Reviewer.

⁽¹⁾If the evaluation of the two Reviewers is divergent, the job can be sent to a third party or Reviewer submitted to the judgment of the Scientific Committee of the Series



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2. Evaluation criteria

In order to adopt uniform criteria for the assessment, in the evaluation card each Reviewer must explicitly express an opinion on the following parameters:

- a. originality of the research;
- b. scientific relevance of the research;
- c. clarity of the objectives of the research;
- d. strictness/appropriateness of the methodology used in the conduct of research; and consistency between the various constituent parts of the elaborate;
- f. comprehensiveness and completeness of the reviewed literature and bibliographical references;
- f. relevance and reasonableness of the results;
- h. clarity of exposition.

After the illustration of the above parameters, each Reviewer expresses an opinion on the elaborate synthetic that can include:

- Acceptance without revision;
- Acceptance with minimal revisions;
- Acceptance with major revisions;
- Rejection of the work.

Each Reviewer is required to indicate in detail, in addition to their own opinions and comments, improvements it deems necessary to perfect the elaborate.

Any exchange of correspondence, since the first sending of the contribution proposal until final acceptance of the work by the Scientific Committee goes always via the Publishing House which guarantees the anonymity of the authors / reviewers and retains its archive.