
Editorial and Publishing Regulations of the Journal Akademia Zarządzania

1. The journal 'Akademia Zarządzania' is published four times a year by the Faculty of Engineering Management of Białystok University of Technology.
2. The costs of publishing the journal are borne by the Faculty of Management of Białystok University of Technology from funds allocated for teaching activities, external funding obtained, or other funds.
3. The journal covers topics in the field of economic sciences, particularly in the discipline of management sciences.
4. Articles must be submitted to the journal's Editorial Board by e-mail to: j.szydło@pb.edu.pl in electronic form (*.docx or *.doc files), using the format available on the journal's website. The article template constitutes Appendix 1.
5. The Editorial Board accepts articles written in Polish, Russian or English.
6. The Academic Secretary checks whether an article is consistent with the journal's thematic scope and, after consulting the Editor-in-Chief, either rejects it or sends it for review. Reviewers are proposed by the Editor-in-Chief. In justified cases, the Editor-in-Chief may delegate these powers to a member of the journal's Scientific Advisory Board who is a specialist in the relevant field.
7. Reviews are prepared free of charge.
8. An article may be published only if it receives two positive reviews. The review form constitutes Appendix 2 to these Regulations. Reviews are conducted by two independent reviewers employed by an institution other than that of the Authors of the work under review. The Authors are not informed of the reviewers' identities.
9. An article may be included in the journal only after the Editorial Board has received a signed declaration concerning the assignment of copyright and the originality of the work. The declaration form constitutes Appendix 3.
10. The Editorial Board reserves the right to select papers for subsequent issues. It also reserves the right to shorten texts and introduce necessary stylistic and terminological amendments with the consent of the Author(s).
11. The journal's Editorial Board recognises as Authors of a work those individuals who contributed to the preparation of the publication (substantive contribution). Their details, together with their affiliations, should be included in the header section of the article. Where a person has made an in-kind, financial or other contribution, their name should be included in the acknowledgements in the publication. It is unacceptable to list as an Author a person who made no contribution, or only a negligible contribution, to the preparation of the publication.
12. The Editorial Board requires Authors to maintain academic integrity and honesty. 'Ghostwriting' (where a person has made a significant contribution to a publication without their involvement being disclosed by listing them as an Author or acknowledging their role in the publication) and 'guest authorship' (where an

Author's contribution is negligible or non-existent, but they are nevertheless listed as an Author or Co-author of the publication) constitute breaches of academic integrity.

13. Authors submitting an article are required to provide the Editorial Board, in writing, with information on each Author's contribution to the publication, the sources of funding for the publication, and the contributions of research institutions, associations and other entities. The information form constitutes Appendix 4.
14. Any attempted breach of academic integrity, particularly the falsification of research or research findings, other forms of academic fraud, or any infringement by the Authors of the Copyright and Related Rights Act, will be exposed and the relevant institutions will be notified.
15. The final decision on whether to publish an article is made by the Editor-in-Chief.
16. All articles accepted for publication, together with their abstracts in English or another principal language of the relevant discipline, are made available on the journal's website.
17. Once a year, a list of reviewers who reviewed articles submitted for publication in that year is published. The list of reviewers is also posted on the journal's website (<https://wiz.pb.edu.pl/akademia-zarzadzania/>).
18. Each issue of the journal is published in its primary electronic version, available on the website <https://wiz.pb.edu.pl/akademia-zarzadzania/>