

Technology and Language
Journal Policies



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AIMS AND SCOPE

«**Technology and Language**» is an interdisciplinary peer-reviewed open-access scientific journal. The manifold **relations of technology and language** are subject from the point of view of history, linguistics, cultural studies, anthropology, philosophy, literary and media studies.

Founder and publisher: Peter the Great St. Petersburg Polytechnic University, St. Petersburg, Russian Federation. Periodicity of publication: 4 times a year.

In the field of philosophy and cultural studies of technology and engineering, the journal promotes research and reflection on the manifold relations of *Technology and Language*. These include the grammar of things, design principles, and the rules of composition for the creation of technological systems or devices. Like literature and art, technology and engineering express ideas of human nature and the good life. Language and technology intersect when cooking and building, writing and playing follow instructions or execute programs, also when games, narratives, or amusement parks are propelled by dramaturgical machinery. Technologies simultaneously make up and help navigate today's multilingual world by way of techniques and technologies that support language acquisition. The production of written text as well the subjects of science fiction bring new and old technologies into play. — On this wide range of issues, epistemological and ethical analysis complements empirical investigations from history and contemporary culture, from educational and engineering practice. The journal serves as a platform for an interdisciplinary community of researchers and their philosophical, cultural, historical explorations.

In “Technology and Language” we care about digital preservation policy. We understand the urgency of archiving and preservation of our journal content. We ensure the accessibility of our content by transferring full-texts and metadata to [Russian Scientific Electronic Library \(elibrary.ru\)](http://elibrary.ru), [CyberLeninka](http://cyberleninka.ru), [Russian State Library](http://rsl.ru) and Peter the Great St. Petersburg Polytechnic University Electronic Library. In the latter, data safety is ensured by data back-up according to their own internal policy.

The journal is registered by the Federal Service for Supervision in the Sphere of Communications, Information Technologies and Mass Communications (ROSKOMNADZOR), the number of certificate EL No. FS 77 - 77604 dated 31.12.2019

Publication in the journal is open and free for all authors regardless of the affiliations.

All publishing expenses are covered by the Peter the Great St. Petersburg Polytechnic University. There is no embargo period.



All articles are subject to compulsory single-blind review. Articles are reviewed by independent reviewers who are experts on the subject of the reviewed materials.

Articles are licensed under CC BY-NC 4.0 [Creative Commons Attribution-NonCommercial 4.0 International License](https://creativecommons.org/licenses/by-nc/4.0/). In addition, authors will sign a [license agreement](#) with the Publisher, granting the rights to original publication in *Technology and Language*.

Main thematic areas covered in the journal:

- history and philosophy of technology
- art, literature, digital culture studies
- social relations in the technosphere
- semiotics, technology, and the order of things
- education and communication, professional culture
- anthropology and technology, human-machine interactions
- principles of construction and design

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GUIDE FOR AUTHORS

Article title

The title of the article should offer a succinct presentation of its theme. It should not consist in a lengthy description.



Please, do not include in the title:

- words that refer to the research process as such (e.g., analysis, research, study, investigation);
- words that indicate relevance (new, modern, current);
- expressions of evaluative ranking (best, most/least profitable, optimal);
- general introductory constructions (to the question of, in terms of);
- abbreviation.

As opposed to declarative sentences, the title of an article typically does not include verbs. The ideal length of the title is seven words (not including prepositions and conjunctions). Title and subtitle can be separated by colon or dash but count as a single title.

Keywords

A **keyword** is a word that, in combination with other keywords, can give a high-level description of the contents of a text document, allowing for the identification of its subject matter.

The recommended number of keywords is 5 to 7.

Please use common terms or indexed keywords which increases the probability of finding an article in databases and libraries. Keywords may include names of authors who are discussed in the article as well as references to geographic regions and historical periods.

Example:

Forms of life is a generally accepted term in philosophy of technology and language as well as cultural studies, it is an indexed keyword. Also: aphorisms, socio-technical systems.

Life-forms may intend the same meanin, but is an indexed word only in biology. See also: short remarks, societal aspects of technology.



Abstract

An abstract is a summary of the paper in academic databases and may serve as a standalone information source. The abstract should be sufficient for the reader to grasp the basic argument and significance of the study. The abstract should be at least 200 words long.

Abstracts should be:

1. informative (avoiding generality or redundancy);
2. descriptive (capturing the gist of the paper and the research results);
3. cohesive (indicate the logical structure of the paper);
4. interesting (arousing curiosity to engage with the argument more closely)

The abstract should not repeat the paper title. Keywords can and should be taken up.

To ensure stand-alone readability, the abstract should not include:

1. grammatically complex, long or wordy sentences;
2. uncommon abbreviations;
3. citations or footnotes;
4. equations

Contents and structure

Technology and Language accepts original research articles, discussion pieces, and reviews. Submissions should be previously unpublished works, occasionally excepting translations, that are not under review for publication in any other journal.

Submissions should present new research findings, analyze cultural phenomena, or advance the discussion of concepts and ideas obtained by the authors, of interest to the international research community.



The journal accepts submissions about technology and language in the following subject areas and adjoining fields:

- history and philosophy of technology
- art, literature, digital culture studies
- social relations in the technosphere
- semiotics, technology, and the order of things
- education and communication, professional culture
- anthropology and technology, human-machine interactions
- principles of construction and design

Articles typically adhere to the following structure:

- Introduction (explaining the relevance of the research problem);
- Design/methodology/approach
- Results, Findings;
- Conclusion and Discussion (summarizing the findings and offering suggestions for further research);

Headings may differ depending on the nature of the study. Various headings and subheadings can be chosen by authors.

The following data are uploaded separately through the E-Submission system:

- [article title](#)
- abstract ([abstract preparation guidelines](#))
- [keywords](#)
- references ([citation guidelines](#))

Literature Search and References

Many papers start with a state of the art review of the literature on a research question. Here are some recommendations, perhaps helpful hints on how to manage the abundance of possible sources in order to produce a interestingly readable article. The inclusion of



references should be guided by considerations not of completeness but of salience, relevance, or representativeness:

1. **Number.** Ideally, the literature review refers to at least 15 and no more than 25 scientific publications available to a wide range of English-speaking readers, including references to scientific articles, monographs, conference proceedings, as well as electronic resources with dois or other identifiers. Ideally, a considerable majority of referenced texts are indexed in Scopus or Web of Science databases. Referenced texts can also include open access scientific publications in English in peer-reviewed scientific sources.
- 1.3. Open access scientific publications and patents in a language other than English in peer-reviewed scientific sources, especially if they have English-language metadata (source name, title of the article, author's data, abstract, key words, list of references. Normally, one would avoid textbooks, teaching aids, lecture notes, other educational literature and (online) dictionaries among the references.
2. **Relevance.** For a representative review of the literature it is necessary that the sources are relevant. Especially for papers that engage ongoing research projects, the majority of referenced texts should be current, that is, not older than 5 or 10 years.
3. **Generalizability.** If the research question concerns a general problem, the solution and the literature review cannot be restricted to local conditions or national sources. The referenced literature should then represent the international discussion, including texts from other parts of the world which might be written in other languages as well.
4. **Self-citation.** Even if one's own previous work contributed much to a discussion, the number of self-citations should not normally exceed five (including instances of co-authorship but not including cases of co-editorship).

Formatting of References

Citations in the text occur within round parentheses to include the surname, year of publication and the number of the sourced page (Carpenter, 2009, p. 250);



If the name of the quoted author appears in the text itself, there is no need to repeat it within the parentheses: Following George Carpenter (2009) who noted that technologies have linguistic features (p. 250), we propose ... (Please note that on first occurrence of a person's name in the main body of running text, the first name should be included and not just an initial: Following George Carpenter (2009)... On later occasions, the cited author or scientist should be referenced by last name only: As Carpenter (2009) pointed out ...)

References must be organized according to the **7th edition of APA standards**, which are available on the APA Website: www.apastyle.org/learn/quick-guide-on-references#In-Text Alternatively at : www.mendeley.com/guides/apa-citation-guide

The inclusion of DOIs is greatly appreciated, where these are available.

Examples of reference list forming:

- **article**

Kudina, O., & Coeckelbergh, M. (2021). “Alexa, define empowerment”: Voice Assistants at Home, Appropriation and Technoperformances. *Journal of Information, Communication and Ethics in Society*, 19(2), 299–312. <https://doi.org/10.1108/JICES-06-2020-0072>

- **conference proceedings**

Klochkova, E., Volgina, A., Dementyev, S., & Klochkov, Y. (2016). Human Factor in Quality Function Deployment. In I.Frenkel & A. Lisnianski (Eds.) *Second International Symposium on Stochastic Models in Reliability Engineering, Life Science and Operations Management (SMRLO)* (pp. 466-468). IEEE. <https://doi.org/10.1109/SMRLO.2016.81>

- **web recourse**

Wells, P. (2009, July 28). Our universities can be smarter. *Maclean's*. <http://www2.macleans.ca/>



Formatting guidelines

The articles should be submitted in docx format. Please download and use the [templates](#). The article file submitted via [E-submission System](#) should contain only the text itself without a abstract, list of literature, names and data of the authors. All these fields are filled out separately during the article submission via e-system.

The recommended length of articles: from 10.000 to 30.000 characters with spaces. Longer and shorter texts will be considered.

Page setup: top 5 cm, bottom 4 cm, left 3 cm, right 3 cm. Font - Times New Roman. The font size of the main text is 12, additional (tables, footnotes, notes) - 10, line spacing - single. Paragraphs break - 1 cm.

The main body of the text should be formatted as follows:

- all pages should be in (upright) portrait format;
- all words within a paragraph should be separated by only one space;
- no space before a punctuation mark, one space after;
- all abbreviations used by the author, with the exception of well established ones, should be spelled out upon first mention in the text;
- formulas should be typed using the functions of MathType (inside the text); formula parameters are: font - Times New Roman; font sizes — usual: 12 pt
- numbered and bulleted lists should be executed using the appropriate MS Word tools, not manually.

Section titles appear in capital letters. Tables should be created with the tools of Word (not by drawing) and located inside the text of the article.

Figures should be placed as closely as possible after the point where they are first referenced in the text. If you want to ensure high quality figures, they can also be submitted in the field “Archive of accompanying materials” in the E-submission system.



All graphic files with one of the formats jpeg, tiff, or bmp should be archived in a single folder with formats .zip or .rar.

Submission process

1. Submission of all materials is carried out electronically through the [E-submission System](#), in which the author must register (questions and inquiries via email soctech@spbstu.ru)
2. Upon registration, please, pay attention to the correct and detailed filling of all fields. It is highly appreciated if you provide your SCOPUS ID, ORCID and other identifiers. They serve the unambiguous identification of authors and their publications and help avoid the creation of several profiles for one and the same authors.
3. After registration in the electronic editorial system the personal profile of the author is automatically generated. There you need to upload the article in the “[My articles](#)” menu. All interaction with the editor and reviewers is via the E-submission System in the “Discussion” field.
4. Before submitting an article, please, make sure that it meets **all the requirements** of the journal. Articles not corresponding to [the requirements for structure and content](#) are not accepted for consideration.

Manuscript Processing

1. After the article submission to the electronic editorial system there is an initial check by the editor for agreement with the journal guidelines. If in case of their violation the article might be sent to the author for revision or rejected. If the article content does not fit the subject-areas of *Technology and Language*, if the paper appears to be wholly or partly plagiarized or a duplicate publication, the paper will be returned to the author. There will be reasons given and the author can respond in the "Discussion" field on the article page.



2. If the article passes initial review, the editors will appoint two or more scientific reviewers. The peer-review system is “single-blind”, that is, the author of the article doesn't know the reviewer's identity.
3. Based on the results of the review, the author will be asked to revise and submit a final draft which may be subject to further review.

After acceptance of a final manuscript, the editors assign the article to the next available issue, notifying the author of the publication issue, DOI, and timing.

Peer Review

The editors oversee the single-blind peer-review process for all articles considered for publication. Peer review is carried out by invited reviewers. The whole process takes place through the [E-submission system](#). Peer-review is single-blind review, i.e., authors declare their names and affiliations in the manuscript for the reviewers to see, but reviewers do not know each other's identities, nor do the authors receive information about who has reviewed their manuscript.

The standard period for the preparation of a review is two weeks. Please, remember that the work of reviewers is carried out on a voluntary basis, therefore the review period depends on their availability and may take longer.

Based on the review, the reviewer chooses one of the possible conclusions:

- accept;
- send for revision (after the author revises and resubmits, it is subject to further review);
- reject.

Usually, the editor appoints two scientific reviewers per article. If the opinions and recommendations of the reviewers diverge, the editors may invite additional reviewers.

When resubmitting a revised article, the author should indicate how the reviewers' suggestions were integrated, including an explanation why other suggestions were not



taken up. For feedback to reviewers and editors use the field “Discussion” on the article page. The standard deadline for revisions is two weeks after receiving the comments. If you need more time for corrections, please, inform the editorial staff on the article page.

Publishing agreement

In addition to the article, the author must submit a signed license agreement. The document can be provided after the article is accepted for publication.

Publication fee

There is **no fee** for submission, consideration, peer review or publication process. All publishing expenses are covered by the Peter the Great St. Petersburg Polytechnic University. There is no embargo period.

License Agreement

Here you can find out the main provisions of the License Agreement between **the Author** and **the Publisher** (Peter the Great St. Petersburg Polytechnic University).

- 1. The Author** guarantees that he or she is the legitimate holder of the intellectual rights both (inclusive or non-inclusive) to the Paper, which is the subject of the present Agreement.
- 2. The Author** grants **the Publisher** a right to place an electronic version of the Paper on the journal web site, as well as in databases and digital library systems.
- 3. The Author** hereby grants **the Publisher** the rights to use the Paper as material for fulfilling requests within the framework of interlibrary co-operation (ILC), document delivery (DD) and electronic document delivery (EDD) on condition that the request comes from a non-commercial organization, or from a library belonging to non-commercial organization.



4. In order to protect, maintain and to administer access and accurate reproduction of the electronic version of the Paper, **the Author** grants **the Publisher** the right to make a facsimile version or copy with the help of whatever technical means in full or in part including storage or reproduction of the above mentioned copies in electronic (including digital), optical or any other machine-readable format.

5. **The Author** grants **the Publisher** throughout the period of the present Agreement the right to include the Paper in full or in part in collections of the following:

- The Electronic Library of SPbPU;
- Electronic Resources of SPbPU Fundamental Library;
- Other repositories of scientific articles and electronic libraries.

6. As long as the Work is added to the Electronic Resources of the Fundamental Library, the rules of electronic deposit for Works in electronic format and the period of their retention are governed by Electronic Resources Management Regulation of SPbPU Fundamental Library and are not bound by the time limits of the present Agreement and the permissible access level of the Work.

7. For Works not included into Electronic Resources Collection of SPbPU Fundamental Library, the lifetime of the electronic version of the Paper is determined by **the Publisher** and does not depend on the time limits of the present Agreement.

8. **The Author** grants **the Publisher** a right to use the electronic version of the Work free of charge.

9. **The Author** does not pay **the Publisher** for execution of obligations of the present Agreement.

10. **The Author** grants **the Publisher** a right to use the Paper within 5 (five) years with the possibility to extend this term, and without limitation of the territory.



11. The validity of the present Agreement extends automatically once a year, if none of the parties intends to cancel or alter its provisions 2 (two) months before expiration of the present Agreement.

12. The Agreement can be cancelled at any time by either party upon giving 60 days' notice to the other party of their desire to withdraw or in case of default on obligations under the Agreement by one of the parties.

13. The Publisher shall:

- At any time give the Author an opportunity to be aware of the procedure for exploitation of the Paper;
- In the course of exploitation of the Paper all measures will be taken to ensure the safety of all non-material rights of **the Author**. The Publisher shall not make alterations or insert amendments into the contents of the Paper without **Author's** written consent, including the title of the Work, illustrations, annotations, explanations, epilogues, etc., except for the cases stipulated in the present Agreement.

14. The Publisher has the right to:

- Require all necessary information concerning the Paper from **the Author**;
- Transfer (convert, modify to whatever machine-readable format) legally published Work (or its electronic version), which is in full or in part included in the Collection of the State Educational Institution "SPbPU" Electronic Library, and corresponds to the format for topic collections and databases used by SPbPU Fundamental Library;
- create network electronic version of the Work on the basis of the submitted in electronic format Work.

15. The Author shall:



- immediately notify **the Publisher** of a transfer of the exclusive rights to the Paper, including its electronic versions, to a third party in order to avoid submitting claims that may arise out of or in connection with the present Agreement;
- in order to provide full and certain bibliometric and scientometric research connected with authors' citation frequency index and FSFEI HPE "SPbPU" periodicals' impact factor determination (authenticity of the authoritative record in the name list of the individual author), **the Author** shall inform SPbPU Fundamental Library of publications realized under an alias or other derivatives of his or her name.

16. The Author has the right to check the procedure and the terms of exploitation of the Paper at any time.

17. If the parties to the Agreement infringe or do not perform properly their obligations under the present Agreement they bear legal liability in full accordance with the current Legislation of the Russian Federation.

GUIDE FOR REVIEWERS

The editorial board requests that reviewers adopt the following principles of peer review:

- reviewing is based on mutual respect of the author and reviewer as equal participants of the scientific process;
- the main purpose of the review is to evaluate the scientific value of the the manuscript, whether it complies with general scientific standards, and whether it contributes to discussions of the journal's themes;
- the corrections suggested by the reviewers should aim to improve the manuscript in these respects;
- comments and recommendations should be formulated in a helpful, constructive, and easily understandable manner;
- the reviewer is obligated not to share or divulge the contents of the article until it is published.



Reviewers should decline to review the manuscript in case of **conflict of interests** that may arise from close professional or personal relations to any of the authors, from competition in their field of research, or from institutional and funding arrangements.

In assessing the content of the article, you should pay attention to the following points:

- if a paper presents and interprets empirical data, the methodology guiding inferences is of paramount importance; the value of these papers consists mainly in the novelty of the findings which needs to be assessed;
- if a paper explores the significance a cultural phenomenon or advances a theoretical discussion in philosophy and cultural studies, its value consists mainly in the reach and persuasiveness of the argument; such papers should be judged as to whether they are likely to provoke further intellectual exchange.

The whole process of peer review proceeds through the [E-submission system](#), in which the reviewer needs to register. Peer-review is “single-blind”, i.e., the author of the article doesn't know the reviewer's identity.

Reviewing is carried out on a voluntary basis upon invitation by the journal editors. We welcome expressions of interest if you wish to become a reviewer for our journal: soctech@spbstu.ru

Peer review procedure

1. After evaluating the article for compliance with journal requirements, the editors appoint two or more scientific reviewers. A peer-reviewing invitation will be sent to your e-mail.
2. We kindly ask you to confirm your agreement to write a review, replying to the e-mail indicated in the letter.
3. The standard period for the preparation of a review is two weeks. If you need more time, please, contact the editorial office.
4. The review of the article and a journal template for assessments and comments form the basis for one of the following recommendations:



- accept;
 - send for revision — after the author completes the article, it is sent for re-review;
 - reject.
1. When resubmitting a revised article, the author should indicate how the reviewers' suggestions were integrated, including an explanation why other suggestions were not taken up.
 2. For discussion with author and editor use the field “Discussion” on the article page.
 3. After the review of the resubmission the process ends with the acceptance or rejection of the paper.

PUBLICATION ETHICS

Technology and Language is an interdisciplinary peer-reviewed scientific journal which meets the definition of [Diamond Open Access](#): Not charging fees to either authors or readers, *Technology and Language* is community-driven, academic-led, and academic-owned. Published 4 times a year at Peter the Great St. Petersburg Polytechnic University, it serves a fine-grained variety of multilingual and multicultural scholarly communities. Like other Diamond Open Access journals *Technology and Language* is equitable by nature and design. Accordingly, this **Publication Ethics and Malpractice Statement** agrees with the ethical standards adopted by the scientific community, in particular, with the guidelines of the COPE [Committee on Publication Ethics](#). All participants of the editorial process share responsibility in upholding the ideals of Research Integrity in terms of honesty, transparency, and accountability. In the Editorial Process this first concerns the responsibility of authors and the submission of manuscripts.

1. Responsibility of authors

Originality

Technology and Language has an exclusive submission policy. All research papers should be original, neither published previously nor submitted elsewhere. In particular, by submitting a manuscript to *Technology and Language*, authors declare



- that the paper has not been plagiarized in whole or in part by deliberately incorporating previously published wording or ideas from printed sources or oral presentations without attribution to the original author (both verbatim copying and paraphrasing are considered plagiarism);
- that the submitted manuscript is not under consideration or accepted for publication by another journal or in a book, whereas deposit in a preprint archive or as a manuscript on the author's personal website are acceptable;
- that this is not a duplicate and redundant republication as a whole or a considerable part of a previously published paper or book-chapter, with allowable exceptions for translations from another language and substantially revised versions of papers previously published in grey literature or informal conference proceedings, in which case the publication history needs to be fully documented and all copyright questions resolved.

It is the responsibility of authors to ascertain that these conditions are met. We reserve the right to check submissions through available electronic tools. We invite our reviewers and readers to report suspicions of plagiarism to soctech@spbstu.ru. For the case that plagiarism is established only after publication, see the „Corrections, Retractions“ section of this Ethics and Malpractice Statement.

Research and data quality

The authors are responsible for the quality of the paper and especially the quality of their sources, their experimentally produced and collected data, and their methods of data-analysis. Authors are obliged to clearly and honestly present the results of their research; the **falsification, fabrication, or misrepresentation of data** is fraudulent and automatically implies the rejection of a paper.

As an international Diamond open access journal, *Technology and Language* promotes and defends freedom of expression but we cannot support the publication of false or otherwise **libelous and defamatory statements** that harm the reputation of groups or individuals. In the editorial process, we strongly encourage the use of gender-neutral



expressions and the avoidance of offensive expressions (even where these are merely quoted).

The sources of data and quoted text need to be referenced as they appear in original sources, whenever possible, and not in derivative works. However, the use of citations as a method for improving the impact factor or to influence rankings of the author, the author's organization or affiliates is considered bad research conduct and should be avoided.

Since conflicts of interest and undisclosed funding sources can undermine the credibility of research, authors must disclose potential conflicts of interest to the editors who must decide whether such a potential conflict needs to be disclosed to the readers as well. Conflicts of interest may arise through financial interests in a marketable product that is subject of an article, through funding by a private company or another sponsor who may profit from the publication, through familial or otherwise private (religious, political) commitments to a cause that is addressed in the article, or through favors and obligations to superiors or senior scientists who may advance or hinder a career. Not all potential conflicts of interest are problematic and the disclosure itself may be sufficient to mitigate them. If in doubt, authors should consult with the editors.

(Co-)Authorship

The default assumption for co-authorship is a true collaboration with authors listed in alphabetical order. Exceptions can be justified since authorship should reflect each author's actual contribution to research and to writing the paper. **Guest authorship** (i.e. listing an author who didn't take part in the research and writing) and **ghost authorship** (i.e. omitting to list an author who actually made a significant contribution) is not acceptable. All authors must read the final version of the article and assume responsibility for the entirety of its content.

Authors stated **affiliations** will normally reflect their current place of academic employment or, if warranted, the institution where the research was carried out. If the



research is specifically indebted to some institute, laboratory, or research environment, authors are encouraged to acknowledge this in their paper.

The corresponding author has special obligations - keeping co-authors informed of the editorial process, agreeing to and signing on behalf of coauthors the Publication or Licensing Agreement, co-ordinating manuscript revision and proofreading, responding to postpublication queries, including concerns about plagiarism, duplicate or redundant publication, research ethics.

Machine learning tools or AI-supported **automated text generation** cannot be considered as authors or co-authors of submitted texts, however, their employment should be fully disclosed in a footnote to the text, this includes the use of translation software.

When submitted manuscripts include images from other sources, a literary epigraph, or extensive quotations, authors need to obtain **copyright** clearance prior to publication and include requisite copyright statements in the text.

Disclosures

Authors must be able to provide **evidence that results were obtained ethically**, especially concerning expert interviews and the presentation of personal opinions of identified or anonymized research subjects and informants. Any research that involves humans or animals has to demonstrably conform to international research standards as well as legal norms at the place of research and the place of publication (Russia). The editorial staff therefore has the right to request information from authors regarding ethics approval and informed consent of research or interview subjects, also regarding the scientific contribution of all co-authors, all sources of funding, copyright clearances, and possible conflicts of interest. In exceptional cases, the editorial board has the right to require the written consent of the co-authors to publish the article in the form submitted to the publication.



Corrections, Retractions

If an author seeks to correct or is found to have made an error, the journal will issue a **corrigendum**. On the website of the online publication this will appear alongside the published paper. In the downloadable pdf-version of the entire issue, an additional page will be inserted. Similarly, if the journal needs to correct an error, this will be published as an **erratum**.

Since a publication can never be completely undone, **retractions** are exceptional measures to give notice that a paper should not be regarded as part of the scientific literature. The online article will be preceded by a screen containing a retraction note that is signed by the authors and/or editors. In the downloadable pdf of the entire issue, the retraction note will appear above the title of the paper.

The retraction mechanism will be triggered by a majority decision of the journal's Editorial Board (with managing editors abstaining from the vote), it will be applied in compliance with the [COPE protocol](#). The retraction of articles is warranted in case

- the editors, the publisher or authors have clear evidence that the findings are unreliable, either as a result of major error, or as a result of fabrication or falsification, or if the paper constitutes plagiarism;
- the editors or publisher reveal the fact of a deliberate or non-intentional concealment of a conflict of interest, which could have affected the findings, conclusions, or recommendations of the published paper;
- the paper contains material or data illegally acquired or without authorization for use.

Retraction is not warranted when the main findings or conclusions of the paper are still credible and scientifically interesting, and when corrections could sufficiently address errors. It is not justified when there is as yet inconclusive evidence and when editors determine that the newly discovered conflicts of interest were not likely to influence conclusions or recommendations.



2. Responsibility of the editors

The editors make the decision to publish the paper and assume responsibility for this decision. Based on input from the peer review process, the main criteria used by the editors to judge the paper's eligibility for publication are whether the research submitted makes an important contribution to the state of knowledge or academic discussions, whether it fits with the journal's subject matter, and whether it complies with its guidelines. The editors' decision should not be affected by any of the authors' affiliation, position, race, gender, sexual orientation, religious belief, origin, nationality, or political preference. We are committed to promoting equity at every stage of the publishing process, actively encouraging submissions from scholars of diverse national and ethnic backgrounds, junior as well as senior scholars, including scholars working outside academic institutions.

The rejection of a submitted paper should always indicate a perspective for future publication in *Technology and Language* or another venue. If despite of this constructive criticism authors **appeal** the rejection, three to five members of the Editorial Board (not including managing editors and reviewers) will consider the complaint, review the editorial process, and determine a further course of action. The editors are responsible for maintaining **confidentiality** when handling submissions, ensuring, in particular,

- that as yet unpublished findings or data obtained from submitted manuscript are not transferred to third parties (other than reviewers) prior to publication;
- that the identities of reviewers are not revealed during the peer-review process.

Editors should disclose to each other any **conflict of interest** that may arise from close professional or personal relations to any of the authors, from competition in their field of research, or from institutional and funding arrangements. Given their role in executing collective decisions based on peer review, editors do not normally need to recuse themselves from handling manuscripts or communicating with authors.



3. Responsibility of the reviewers

Peer review is based on mutual respect of author and reviewer who are equals as participants in the scientific process. The main purpose of peer review is to assess the scientific value of the manuscript, whether it complies with general scientific standards, and whether it contributes to discussions of the journal's themes. The corrections suggested by the reviewers should aim to improve the manuscript in these respects. The reviewers' comments and recommendations should be formulated in a helpful, constructive, and easily understandable manner. If reviews are formulated in a potentially hurtful, disparaging, or discouraging manner, the editors will serve as intermediaries and will paraphrase the comments.

The reviewers must keep **confidential** the contents of the manuscript under review and must not share the article with third parties until it is published.

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