

EDITORIAL POLICY

UIS Engineering Magazine is the scientific publication made by the Faculty of Physical Mechanical Engineering of the Universidad Industrial de Santander, whose purpose is to communicate and disseminate new knowledge through the publication of scientific papers in: Electrical, Electronic, Industrial, Civil, Mechanical and, Systems and Computer, Engineering; as well as Industrial Design.

UIS Engineering Magazine has a policy of open and free access under the Open Journal System Platform - OJS. For submitting papers on this publication, authors should as a first step consider the guidelines and instructions given below and take into account the ethical and editorial policies of the magazine.

EDITORIAL ETHICS AND STATEMENT OF BAD PRACTICE IN PUBLICATION

Originality of work. Entries must be unpublished and supplied exclusively to “UIS Engineering Magazine”, which reserves all programming, printing and full or partial reproduction rights (Copyright) giving in any case proper credits to the authors.

Duties and responsibilities of the authors.

- Selecting and authorizing one of the authors (if necessary) who will be responsible of the correspondence (correction and revision of proofs), register and submission of the paper through the magazine’s web platform. The corresponding author should make sure to keep copies of everything submitted.
- Stating in writing that the work under consideration is unpublished and has been provided exclusively to “UIS Engineering Magazine” .
- Providing bug fixes and other changes to the manuscript arising from the process of external peer assessment.
- Proposing four potential reviewers for each article, leaving to the discretion of the editor following or not the suggestion.
- It must be held that Article does not infringe copyright, intellectual property and the results and information contained herein is true.

Duties and responsibilities of the reviewers.

- Treating confidentially the papers accepted for review and informing to the magazine’s editor when there is a conflict of interests relating to the authors, or research results presented in the article.
- Sending to the editor the assessment format for papers provided by the magazine, duly completed and signed.
- Informing the editor of the magazine when the paper under review arouse any suspicion of fraud.
- Making suggestions, corrections or modification request to the papers whenever they deem appropriate.

Duties and responsibilities of the editor and editorial board.

- The editor has full responsibility for the information published in the magazine.
- The editor has the responsibility to accept or reject a paper.
- In case of conflict of interest, is the duty of the editor to submit the decision to publish or reject a paper to the editorial board of the magazine.
- During the assessment process, the publisher must guarantee the anonymity of the reviewers.
- The editorial board members act as section editors and their duty is to cooperate with the general review of the papers submitted to the magazine, and to verify the relevance of the corrections made by the authors when they have been requested by the reviewer.

Duties and responsibilities of the UIS Engineering Magazine.

- In case of mistakes or inaccuracies in the publication, the Magazine should work to clarify, correct, retract, apologize in future editions or withdraw the publication of the manuscript as necessary.

PROCEDURES FOR DEALING NO ETHICAL BEHAVIOR.

If unethical conduct relating to the legitimacy of the papers submitted to the journal, the editorial board will sanction the authors according to the seriousness of the offense. In cases of less severe, warning is given to the authors and may restrict the publication of works of the author temporarily. In more serious cases the penalty may include prohibiting author's publications in the Journal.

GENERAL ASPECTS**Frequency of publication**

Biannual. The magazine hits the publication of two issues per year under the same volume.

Targeted audience publication

1. Researchers in Electrical, Electronic, Industrial, Civil, Mechanical, Systems and Computer engineering, Industrial Designers and related profiles.
2. Professionals in the areas of Electrical, Electronic, Industrial, Civil, Mechanical, and Information Systems engineering, Industrial Designers and related, who are potential users of the research results published .
3. University community and library users where copies are made in swap.

Language of publication

UIS Engineering Magazine publishes articles in English and Spanish.

PAPERS PREPARATION AND SUBMISSION

For submitting articles authors should:

1. Adjust papers to UIS Engineering Magazine format (an example with guidelines for the development of each of the sections of the article is provided later in this document) .
2. Register as author in the website of the Journal (<http://revistas.uis.edu.co/index.php/revistausingenierias>)
3. Upload the paper on the website of the Journal (<http://revistas.uis.edu.co/index.php/revistausingenierias>) as well as the copyright assignment form, the letter of originality, and a compressed file with the images used in the article. The author in charge of correspondence concerning the work (corrections, proofing print) will register the article on the web platform and ensure to keep copies of everything submitted.
4. Confirm application of the paper to revistaingenierias@uis.edu.co

NOTE: To start the publishing process it is essential that the authors and their work meet all these requirements.

Evaluation process manuscript

All accepted manuscripts in the journal Engineering UIS will undergo the following evaluation process:

1. Verification of delivery by the author of the letters of transfer of rights and declaration of originality duly signed and diligenciadas.
2. General and relevance review by the section editor assigned by the editorial board.
3. Double-blind peer evaluation requested experts in the area in which the manuscript was developed.

Having evaluated the article, based on the evaluation format established by the magazine, the external evaluator define acceptance, acceptance with modification or rejection of the article as well:

Acceptable for publication:

- Publication or accepted without modification.
- Publication or accepted with modifications and it is imperative that the corrections are made for acceptance.

Rejected:

- It is imperative that the item is better because it is incomplete.
 - The technical content or is not appropriate for publication in the journal Engineering UIS.
1. Suggestions, comments and changes requested by the evaluator will be sent to the author. From delivery requested by the evaluator, the author changes will have a maximum of 15 days to comply with the instructions of the reviewers and send the editor of two amended versions of the manuscript. Version one should be the final version; version two should be using Word options “comments and track changes» to record all changes made to the manuscript.
 2. The section editor verifies the relevance of the modifications and changes to the manuscript as directed by the evaluator.
 3. The decision to publish the manuscript is subject to approval by the Section Editor and editorial board about the changes suggested by the evaluator and realized by the author.
 4. Should be posted on each article author will receive a copy of the magazine.
 5. In case of disputes Article assessments regarding the type, rating and relevance to the journal, the article is submitted to a third assessment by an external torque.