

Regulations for the functioning of the journal

"CONSENSUS – Student Scientific Journals"

General regulations

§1

"Consensus – Student Scientific Journals" is a student journal published by Maria Curie-Skłodowska University in Lublin, based at the Faculty of Political Science and Journalism.

§2

The journal is edited by the Editorial Office in paper version (original version) and in electronic version.

§3

1. The journal publishes: scientific articles, reviews and reports by students and doctoral students of the Faculty of Political Science and Journalism of UMCS and other scientific institutions.
2. The journal "Consensus" is intended to publish the results of scientific works, including the works of the winners of the competition for the best diploma works at the Faculty of Political Science and Journalism of UMCS.

§4

1. Papers intended for publication must be of a scientific nature. They should be related to the areas of study assigned to the disciplines implemented at the Faculty of Political Science and Journalism of UMCS.
2. The journal publishes only previously unpublished texts.

§5

The journal promotes the Faculty of Political Science and Journalism of Maria Curie-Skłodowska University and cooperates with research centers in Poland and abroad.

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Editorial Team

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The editorial staff consists of academics, students and PhD students of the Faculty of Political Science and Journalism of UMCS. The editorial staff may cooperate with other research centers.

§8

The editorial board consists of: editor-in-chief, deputy editor and editorial secretary. The editor-in-chief is appointed by the Rector of UMCS at the request of the Dean of the Faculty of Political Science and Journalism of UMCS.

§9

The Editors are responsible for ensuring the high level of content in published articles. The Editors reserve the right to make corrections and not allow for publication of papers in the event of plagiarism or without giving a reason.

§10

The editorial office does not order papers or return submitted papers. Published articles are archived on the journal's website, available online.

Structure of the journal

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The journal contains three sections: 1. scientific articles; 2. reports from scientific meetings, polemics, critical opinions, analyses; 3. reviews of scientific books published no earlier than two years before the closing of the issue.

Formal requirements for publication

§12

1. "Consensus" publishes articles primarily in Polish.
2. Each article should have a title, keywords and an abstract in Polish and English.
3. It is possible to publish the text in English, Russian and Ukrainian in its entirety. In such a case, the text should meet the requirements of point 2.
4. The abstract should contain about 1000 characters with spaces.
5. The article should be divided into subsections.

§13

The condition for submitting the text is compliance with editorial requirements.

§14

Authors of articles published in "Consensus", do not receive remuneration.

§15

The author submitting the article will receive information via email confirming receipt of the text and its submission for review.

Editorial requirements

§16

1. The text should be written in electronic form and created using Microsoft Word and sent to the editorial address consensus@mail.umcs.pl.
2. The work should be sent as an attachment and must include in the name: the author's name and surname and the title of the work (or, if it is long, its initial part; e.g. Jan Kowalski, The influence of media on Boris Johnson's politics).

3. The minimum length of published articles is from 0.5 publishing sheets (20,000 characters with spaces) to 1 publishing sheet (40,000 characters with spaces) with footnotes placed at the bottom of each page, i.e. approximately 11-18 pages. An article exceeding 1 publishing sheet may be published with the editors' consent. The volume of reviews and reports should not exceed 6 pages.

4. Font used: Times New Roman, 12 pt., line spacing 1.5. Margins 2.5 x 2.5 cm.

5. At the end of the text, a bibliography should be placed in accordance with the requirements of the Polish Scientific Bibliography. Authors of articles should place a so-called appendix bibliography at the end of them. It should contain bibliographic descriptions of the literature on the subject - a list of used books, collective works, articles in parts of collective works, articles in scientific journals. Bibliographic descriptions in the appendix bibliography should be prepared in alphabetical order.

6. The text should be provided with the following author data: first and last name, full name of the author's university, field of study.

7. The work should include a title and a list of keywords (in two language versions).

8. The work should have a clear introduction (introduction), a structure adapted to the substantive value of the text and a summary (conclusion).

9. Tables, graphs and photos should contain an exact source and the best quality resolution³. The minimum length of published articles is from 0.5 publishing sheets (20,000 characters with spaces) to 1 publishing sheet (40,000 characters with spaces) with footnotes placed at the bottom of each page, i.e. approximately 11-18 pages. An article exceeding 1 publishing sheet may be published with the editors' consent. The volume of reviews and reports should not exceed 6 pages.

§17

Detailed characteristics of the footnote system:

1. Footnote of a book publication, e.g.: P. Pawełczyk, Socjotechniczne aspekty gry polityczne [Social technical aspects of political games], Poznań 2000, pp. 94-95.

2. Footnote of a work written under the editorship, e.g.: D. Kondrakiewicz, Podmioty narodowy Stosii polityczne [Entities of international political relations], [in:] Międzynarodowy Stosii polityczna [International political relations], ed. M. Pietraś, Lublin 2006, pp. 65-68.

3. Reference to a previous source: Ibid., p. 62.

4. Reference to a source of an author previously cited, e.g.: P. Pawełczyk, Socjotechniczne..., p. 72.

5. Footnote from a scientific article in a journal, e.g.: M. Sidor, The Local Identity — The Case of Councilors from Lubelskie Municipalities and Counties', "Polish Political Science Review. Polish Political Review" 2022, vol. 10, no. 2, p. 52.

6. Footnote of a newspaper article, e.g.: M. Kruk, Protest of the catering industry in Wrocław. Today they marched through the center, "Gazeta Wroclawska" from 03.11.2020, no. 257, p. 1, or if only an internet source: M. Kruk, Protest of the catering industry in Wrocław. Today they marched through the center, "Gazeta Wroclawska" from 03.11.2020, <https://gazetawroclawska.pl/protest-branzy-gastronomicznej-we-wroclawiu-dzis-to-oni-szli-przez-centrum-zdjecia/ar/c1-15271582>, accessed: 12.01.2021.

7. Description of the archival document cited, e.g.: Archive of New Records in Warsaw (AAN), Ministry of Foreign Affairs (MSZ), reference number (ref.) 3322, p. 453.

8. Footnote of the act, e.g.: Act of 27 June 1997 on social parties, Journal of Laws of 2023, item 1215. Mandatory, that after 1 January 2012, No. 0 should not be provided in the Journal of Laws, only the year and position.

9. Internet source, e.g.: Statistics on women from Warsaw and Mazovia, Central Statistical Office 2019, <https://warszawa.stat.gov.pl/dla-mediow/informacje-prasowe/statystyka-o-kobietach-z-warszawy-i-mazowska,195,1.html>, accessed: 1.02.2024.

§18

Principles of preparing a bibliography:

1. The bibliography is placed at the end of the work.
2. The bibliography should contain a list of only those publications that the author refers to in the text of the article.
3. The bibliography should be divided, if there are such sources, into the following parts: 1) legal acts and documents 2) literature (books and magazines) 3) netography (if it has only been published on the Internet).
4. Each part should be arranged alphabetically and always start with the surname of the author of the work (in the case of several authors, from the first author).

Review procedure

1. By submitting a work for publication in the journal, authors agree to the review process and to the use of their name, surname and e-mail address by the editorial office.
2. Submitted publications are first assessed by the editorial office (so-called preliminary review - they are assessed in terms of form and themes by members of the editorial office).
3. The next stage is review by reviewers: permanent and those who are not members of the journal's editorial office (external reviewers). Submitted works will not be sent to reviewers who may be in a conflict of interest with the author.
4. Works are double-reviewed in a confidential and anonymous manner. The reviewer remains anonymous to the author of the assessed article for the period of preparation of the review. The author also remains anonymous to the reviewer.

5. The editorial office selects reviewers competent in the given field. Reviewers are not allowed to use knowledge about the work before its publication.

6. After receiving the review, the author is required to send a revised version of the text that takes into account the reviewers' suggestions. The article should be submitted in electronic form. If the reviewers suggest any corrections, the condition for publication is that the author of the text takes them into account.

7. The list of reviewers is published in each issue of the journal.

Supplementary provisions

§ 20

The editorial office reserves the right to make linguistic and stylistic corrections to the content of the article.

§ 21

In the event of a split opinion or an equal vote in the Editorial Board, the editor-in-chief has the casting vote.

§ 22

The costs associated with publishing the journal are covered by the Faculty of Political Science and Journalism of UMCS.

§ 23

These provisions shall enter into force on February 1, 2024.