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Policies

This document outlines the principles that guide our peer review process, ethical standards, publication ethics, and the pursuit of impactful and innovative contributions to the academic community. We invite you to familiarize yourself with our policies and join us in the pursuit of knowledge and academic excellence.

Authorship and Contributorship

Criteria

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the study. Individuals who have made substantial contributions should be listed as co-authors. All authors must approve the final version of the manuscript and agree to its submission. The publication of the manuscript must also be approved by all authors.

Acknowledgment

Individuals who contributed to the work in the manuscript (e.g. contributors to language editing) but do not meet the criteria of authorship should be acknowledged.

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To meet the criteria for acceptance, the manuscript should demonstrate advancements within its field, contributing thematically and problematically to the existing literature. The paper must justify its merit for publication in the journal *Human Research in Rehabilitation*.

Publishing ethics guidelines are, with permission from Elsevier, based on, or in some cases, completely aligned with Elsevier policies, and COPE Code Of Conduct guidelines (subscript 1, 2, 3, 4, 5).

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Once a manuscript is submitted to the journal, the author(s) receive(s) a reference number and the manuscript is initially screened by the selection committee. The committee is comprised of in-house editors and is rotated periodically. Initial screening checks if the manuscript follows journal guidelines, is formatted correctly, is within the journal scope, and is an original contribution that will appeal to the readers. If the committee deems that the manuscript is of insufficient general interest or otherwise unsuitable for publication, the manuscript is not sent for an external review. Only manuscripts that are likely to meet the editorial criteria are sent to the Editor-in-Chief for an additional review. The timeframe for the initial screening process is about 2 weeks.

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After initial approval of the Editor-in-Chief, the manuscript is sent to two external, independent reviewers. The editor should select suitable reviewers and ensure a fair, unbiased,

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The journal uses a double-blind peer review system to ensure impartiality. Reviewer identities remain anonymous to authors, and reviewers cannot see the identity of the author. The review process usually takes a minimum of 2 months from the time of submission. However, if there is an issue (e.g., mixed reviews), editors may assign additional reviewers, and this will lengthen the process.

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Reviewers are asked to evaluate the manuscript on the following aspects:

- Originality and scientific contribution to improving knowledge in the field;
- The study design and methodology are appropriate and described so that others could replicate results;
- Results are presented clearly and appropriately;
- Conclusions are reliable and significant;
- Internal validity (including review of the literature, methods, analysis, and interpretation);
- Organization and writing style (clear, concise, jargon-free writing)

The overall validation of the work in question and its importance to researchers and readers must always drive such decisions.

Reviewers will provide anonymous comments to authors and confidential comments to the editors, if necessary. The anonymous comments meant for authors will be available to both external reviewers.

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