

Rules for authors

The science and practice journal Vestnik of Samara State University of Economics appears 12 times a year (6 volumes a half-year). The structure of an editorial council and an editorial board of the journal includes scientists of leading Russian and world universities. All articles according to requirements of the Highest Certifying Commission of the Ministry of Education and Science of the Russian Federation are undergone reviewing by leading scientists.

Registration and sending articles is carried out, according to the rules of articles direction, reviewing order is regulated by rules of reviewing, the order of interaction between authors of scientific articles, editorial office and reviewers is regulated by rules of publication.

1. Rules of articles direction

1. For the publication in Vestnik of “Samara State University of Economics” author's articles are accepted corresponding to a scientific direction of the journal and which are not published earlier (economic sciences).
2. Articles are presented to an editorial office of Vestnik of “Samara State University of Economics” in an electronic form (by e-mail or on any data carrier). In article presented for the publication a scientific problem (task) has to be formulated, its relevance, theoretical and applied importance are to be researched; author conclusions are to be correlated to existing scientific concepts, main received results are to be described, reliable and valid conclusions are to be made.
3. Offered material should not be published earlier in other printing editions.
4. Accepted materials are to be undergone necessary plagiarism testing. Text originality has to make not less than 90%, or author will be refused to publish the article.
5. An article has to have an open character. If there is a restrictive signature stamp an author can be refused from publication.
6. An article of a graduate student (doctoral candidate) requires a scanned review of a research tutor (consultant).
7. Articles in the following journal headings are accepted:

1. Economic Theory
 2. World Economics
 3. Regional Economics
 4. Economics, organization and organizations, branches and complexes management
 5. Accounting, statistics
 6. Labor Economics
 7. Finance, monetary circulation and credit
8. An article has to correspond to registration rules. Article materials should be sent to e-mail vestnik_sgeu@mail.ru according to the schedule of articles acceptance in the journal presented on the website <http://www.sseu.ru>.

Rules of article registration

1. Article materials have to be prepared in **Word** program. In an article authors data have to be specified in Russian and English languages of universal decimal classification: surname, full name and patronymic name, academic degree, academic status, places of work and (or) study, his e-mail and phone number, abstract, keywords. References to literature (bibliographic references) should be given at the end of the article.

2. An order of registration of the 1st article page (see Appendix 1)

UDC - place on the left edge

The name of the article (and other headings) should be placed **in the center**.

Initials, author surname are required to be **placed in the center below the name of the article**.

The surname, name, patronymic name, academic degree, academic status, position, the name of the organization, e-mail address are **specified below (below the text)**.

3. Order of text registration

<i>Parameters of pages</i>	<i>Typing</i>
on the left 3 cm	Font type Таймс

on the right	2 см	Font size	14 пт
at the top	2,5 см	Paragraph space	0,5 см
in the bottom	2,5 см	(to establish through Paragraph window, but not with the help of gaps and tabulation)	
<ul style="list-style-type: none"> • <i>Набор таблиц</i> 		line spacing 1,5	
Font type	Таймс	<ul style="list-style-type: none"> • <i>Set of formulas</i> 	
Font size	13 пт	in formulas editor - Word 2003	
External lines	1,5 пт	all symbols are in italic font,	
Internal lines	0,75 пт	figures are in straight font	

Use “Normal” style or “Usual” template.

4. References to literature (footnotes) are placed at the end of the article according to State OST 7.1-2003. Bibliographic record. Bibliographic description. General requirements and rules of making

font type **Times**

font size **13 пт**

5. It is forbidden to insert scanned figures into article (schedules, charts) and other unchangeable objects!

6. The file of the article contains the author questionnaire (Appendix 2).

Appendix 1

**СОВЕРШЕНСТВОВАНИЕ УПРАВЛЕНИЯ
НА ОСНОВЕ РЕФЕРЕНТНЫХ МОДЕЛЕЙ**

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Ключевые слова: функциональный подход, процессный подход, референтная модель, структура управления, совершенствование управления компанией, внедрение изменений, оптимизация процессов, анализ, цель.

Рассматривается эволюция подходов к управлению компанией, даются определение и анализ референтных моделей, использование которых способствует внедрению процессного подхода в компаниях. Целью применения референтных моделей является совершенствование управления компанией.

(Текст статьи)

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**PERFECTION OF MANAGEMENT BASED
ON REFERENCE MODELS**

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Keywords: functional approach, process approach, reference model, structure of management, perfection of company management, integration of changes, process optimization, analysis, goal.

In this article the author considers evolution of approaches to company management, defines and analyzes the "references models" application which promotes the introduction of the process approach in companies. The purpose of application of "references models is perfection of company management.

(Текст статьи)

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Questionnaire

1. Surname, name, patronymic name:	
2. Address (postal code):	
3. Phone number:	
4. E-mail:	
5. Place of work or study:	
6. Position:	
7. Education (name of higher education institution, specialization):	
8. Academic degree, status:	

2. The rules of article review

1. Reviewing manuscripts of scientific articles in "Vestnik of Samara State University of Economics" is carried out to maintain a high level of scientific and theoretical publications and for selection of the most valuable, relevant, promising scientific papers.

2. There is an anonymous review in "Vestnik of Samara State University of Economics":

a) the referee does not get author / authors' personal data;

b) the author / authors do not get reviewer's personal data.

3. Received scientific articles are to be primarily controlled on completeness and correctness of registration in accordance with the Rules of articles.

4. The primary peer-reviewing of scientific articles is carried out by the editor in chief or deputy editor.

5. The editor in chief (deputy editor), looking through the article, determines a reviewer or a member of the editorial board, supervising the appropriate direction (scientific discipline).

If the member of the editorial board is absent, supervising the appropriate direction (scientific discipline), the editor in chief (deputy editor) defines an external reviewer.

Reviewers (as members of the editorial board, so as external ones) should be

recognized experts on the subject of the peer-reviewed articles and have publications on peer-reviewed articles over the past three years.

6. All articles are subject to mandatory review.

7. After the peer review of the scientific article the reviewer can:

- a) recommend the article for publication;
- b) recommend the article for publication after the article refinement;
- c) not to recommend the article for publication.

If the reviewer recommends an article to be published taking into account all comments, or does not recommend an article to be published, the review should justify the reasons for such a decision.

9. Reviewing scientific articles reviewers have to:

- Pay attention to the material:
- Formulation of the scientific problem (task);
- Relevance to solve scientific problems;
- Theoretical and applied significance of research;
- Correlating the author's findings with existing scientific concepts, reliability and validity of conclusions;
- Description of the main results of the study, findings.

10. Papers may be submitted for further review. The grounds for re-reviewing are:

- a) expert (s) declares about insufficient qualification in matters dealt with in the scientific article;
- b) disputable provisions made in the scientific article.

11. The reviewer sends the reviewed article to the editor in the form of scanned copies by e-mail or in hard copy by mail.

12. The editorial board sends to authors copies of reviews or reasoned refusal. At the same time in order to save anonymity of this review the editorial board "dehumanizes" the review, sending the copy of the review to the author concerning the substance of the article, but without revealing the personal details of the reviewer.

The editorial board sends the copies of reviews to the Ministry of Education and Science of the Russian Federation when requested.

13. Reviews are stored in editor's office for 5 years.

3. Rules of articles publication

1. Rules define an order of interaction between authors of scientific articles, editors and reviewers, and also regulate process of scientific articles publication.

2. In editorial office an article copy is presented which is carefully read and issued according to Rules of articles direction.

3. An arrived article is registered in the journal of articles registration with the indication of date, author surname, first name, patronymic name. Individual registration number is assigned to an article.

4. After registration an article goes by e-mail to primary assessment to an editor-in-chief (deputy chief editor) who appoints an article reviewer.

5. After reviewer appointment personal author (authors) data are removed from article. In this way an article goes to a reviewer by e-mail.

6. A reviewer carries out an expert article assessment, and sends an issued review to an editorial office. Reviews are presented in a form of scan copies by e-mail or in a paper form by mail.

If a reviewer has remarks and recommendations on an article which testify to complete an article, a reviewer can send a corresponding letter in any form or the text of the article with instructions together with a review to an editorial office.

7. On the basis of a received review an editorial office sends a letter about the decision concerning the article by e-mail to the author (authors): to publish, publish after completion, to reject publication.

If the decision to publish an article after completion is made, recommendations about completion are given in the letter.

If the decision to reject publication is made, the reasons for such decision are specified.

The article completed by the author according to reviewer recommendations, an editorial office directs to the same reviewer on repeated reviewing.

8. If article is recommended for the publication, it has editorial preparation: technical and literary (if it is necessary) editing, correction. The final version of an article prepared for the publication is coordinated with the author (authors).

9. In the next journal issue those articles are included which have reviews recommending the publication, and coordinated with the author (authors) by the time of page proof (according to a production schedule)

10. After a circulation release an editorial office sends a copy of a journal to each author (coauthor) by mail whose article was included into next journal issue.