

**PROCESSING OF MANUSCRIPTS,  
submitted for publication in reviewed journal “Bulletin of the Perm State University.  
Series Biology”**

1. Authors submit the one sample of manuscript: pre-read and signed by author (and co-authors); information about author /-s; the metadata in Russian and English (the title, the name and job of the author, postal address, e-mail, abstract, key words, references to literature); the other documents specified on the website.
2. Manuscript can be accepted for consideration only if it fits the profile of the journal and the requirements to the author's originals posted on the website, if it is free of any restrictions. Restrictions are the basis for rejecting the papers. The article must be new, original and not under consideration for publication elsewhere.
3. Manuscript is recorded in the register of articles, noting the date of receipt, name (s) of author (s), job (s) of the author (s). Manuscript is assigned a unique registration number. This information is included in the database. The author is notified of the registration of the manuscript.
4. Scientific papers received by the editorial board are checked for borrowings from public sources (plagiarism). The test is performed with the help of an Internet resource - [www.antiplagiat.ru](http://www.antiplagiat.ru). The degree of originality must be at least 85%.
5. Next, the manuscript is sent to the editor, who estimates research objectives, reliability and completeness of factual material, the structure of the article, the logic of construction, linguistic and stylistic quality.
6. Then, all articles go through review. The Journal publishes only manuscripts, that are recommended by reviewers.
7. The editors can reject papers if authors are unable or unwilling to take into account the criticism of the reviewers. If the manuscript is not accepted for publication the Editorial Board sends the author its motivated refusal.
8. The article can be positively reviewed but rejected by the editorial board, if it is published already or if it is under consideration for publication elsewhere; if the authors have not provided all necessary documents, or if text format is out of editorial requirements.
9. Manuscripts are published, usually in the order of their receipt to the Editorial Board. The Editorial Board has the right to change the order of the publication of articles as exception. The editors can make a reduction and editorial changes to the manuscript.
10. Terms of reviewing articles should not exceed three months from the date of receipt of the article for review.
11. The editors can publish letters from readers with the estimation of published articles. If the editorial board does not share fully the views of the author, it has the right to do a special footnote. Manuscripts, published in the order of discussion, can be equipped with the relevant footnote. The editorial staff is not responsible for unreliable information in the articles. Only author is responsible for it.
12. Any violation of copyright will be prosecuted. Reprint of the articles should be approved by the editors. Written consent at a reprint edition, as well as references to the journal when quoting are required.
13. The accepted manuscripts are not returned to the authors. Electronic versions of the manuscripts are reserved for five years.
14. The Editorial Board does not keep manuscripts not accepted for publication.
15. Negatively reviewed manuscripts are not published and are not sent back to the author.
16. Manuscripts are published, usually in the order of their receipt to the Editorial Board. The Editorial Board has the right to change the order of the publication of articles as exception.
17. Post-graduate students are free from the fee for the publication; royalty also is not paid and free copies of the journal are not available.