

## Editorial handling

### Peer review process

Research articles, thematic papers and monographs published by the Norwegian Journal of Geology (NJG) are peer-reviewed by at least two independent researchers with appropriate expertise. NJG practise an open or single-blind review process depending on reviewer`s preference.

All manuscripts are submitted to NJG through the editorial email system: [editor\\_njg@ngu.no](mailto:editor_njg@ngu.no). One of the editors checks that the submitted manuscript is within the aims and scope of NJG and that it is technically fit for peer review. Manual plagiarism controls are performed regularly. Manuscripts that are found not suitable for the journal are returned to the authors promptly with an explanation and usually with suggestion of alternative journals that is more suitable.

The assigned editor handles the entire peer review process until a decision is made of whether the manuscript is accepted, requires revision, or is rejected. All correspondence with reviewers and corresponding authors is managed and traceable through the editorial email system.

The reviewers of NJG manuscripts can request that their review remains anonymous to the authors. Reviewers are then themselves responsible to ensure anonymisation of replies and comments.

### Publishing schedule

Accepted manuscripts are published at earliest convenience following acceptance by the editor. All accepted manuscripts are assigned DOI numbers (Digital Object Identifier) that allows correct citations even before the final version is available online. The finalized article is published online as soon as possible following typesetting and proofreading.

Research articles are chronologically organized into four annual issues.

### Authorship criteria

NJG adheres the authorship criteria of the “Vancouver recommendations” published by the [International Committee of Medical Journal Editors \(ICMJE\)](#). The guidelines define that authorship should be based on the following four criteria:

- 1) Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND
- 2) Drafting the work or revising it critically for important intellectual content; AND
- 3) Final approval of the version to be published; AND
- 4) Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

Corresponding author is responsible for ensuring that these guidelines are followed.