



May 2022

Scientific Publication Series of the Leopoldina: Quality Assurance and Peer Review

The Leopoldina's scientific publication series are quality assured prior to publication. The possibilities for quality assurance are described below. The basic prerequisite in each case is an agreement with the editorial office and the respective editors responsible prior to the event on the approach to be chosen. This may have consequences for the organisation of the event itself as well as for the necessary editing steps before publication.

All manuscripts must be submitted electronically via the Leopoldina submission platform (access is provided by the editorial office). Quality assurance is also documented there. The submission of A/V materials must be coordinated with the editorial office.

1. Manuscripts Newly Prepared or Largely Revised for Publication

The volumes of the Nova Acta Leopoldina - NAL-conference and the Acta Historica Leopoldina - NAL-Historica serve primarily to document conferences and symposia by reprinting the presentations given. Insofar as the editors of a volume - usually also responsible for the documented event - solicit this from the speakers, the contributions are revised for the written version after the event, for example by changing the style of the text, adding references or modifying the content. This makes them suitable for review in one of the following ways:

1. Review of individual articles by at least two reviewers each from among the conference participants or volume authors (peer review), organised by volume editors - especially in the case of highly specialised volumes for which no reviewers can be found outside the circle of authors. If possible, this procedure is supplemented by
2. the review of the entire volume by at least two external reviewers, organised by an editorial board or, if necessary, an external review editor.
3. Review of individual articles by at least two external reviewers each, organised by an editorial board or, if applicable, an external review editor (peer review corresponding to a journal article). This is also the standard procedure for the online journal NAL-live.

Reviews should normally be anonymous, i.e. only the responsible editors know the reviewers. This may be waived if the reviewers allow this of their own accord. The editors decide whether the reviews and responses to the reviews are to be published.

2. Manuscripts from lecture transcripts and/or video recordings (NAL-conference in particular)

If a volume is to document an event directly and the manuscripts are prepared from the presentations (by the authors and/or by the editorial office by means of transcription of audio/video recordings), or if a volume is to consist of such written contributions and/or video recordings, then the volume is not suitable for peer

review or such a review is not necessary or meaningful, also because video recordings cannot be edited afterwards with regard to their content.

The necessary scientific quality assurance has then at best already taken place during the event through discussion among the participants. Therefore, the discussion should also be documented here, again either through video recordings or through transcription of the corresponding recordings. In these cases, all participants in the event – not only the speakers but also the audience – are to be informed accordingly beforehand, in particular that the names of the discussion participants must be mentioned before each contribution to the discussion.

Before publication, the contributions to the discussion must be cleared with the discussants. It must be taken into account that not every participant will give this consent; contributions to the discussion may then not be documented.

Contact

National Academy of Sciences Leopoldina

Editorial Office

Emil-Abderhalden-Str. 37

06108 Halle (Saale)

Tel: +49 (0)345/47239-146

redaktion@leopoldina.org