

## Instructions for Authors

### Romanian Journal of Sociology

#### Scope of the Journal

The *Romanian Journal of Sociology* publishes original, high-quality research in sociology and related social sciences. The journal welcomes empirical studies, theoretical contributions, methodological papers, review articles, and book reviews that advance sociological knowledge and contribute to academic debate.

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#### 1. Submission of Manuscripts

Manuscripts must be submitted electronically in Microsoft Word format (.doc or .docx) by email to [revista@insoc.ro](mailto:revista@insoc.ro).

All submissions must be original, unpublished, and must not be under consideration for publication elsewhere.

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#### 2. Types of Contributions

##### Research Articles

Research articles should not exceed **8,000 words**, including references, tables, and appendices.

Each manuscript must include:

- Title of the article;
- Abstract in **English** (maximum 200 words);
- Abstract in **Romanian** (for publication in the online edition);
- Up to **five keywords** in both English and Romanian.

A footnote on the first page should indicate:

- the institutional affiliation of each author;
- the ORCID identifier (where available);
- the email address of the corresponding author.

##### Book Reviews

Book or journal reviews submitted to the **Reviews and Reading Notes** section should be between **1,000 and 1,500 words**. They are usually reviewing new publications.

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### 3. Editorial Screening

Before entering peer review, all submissions undergo an editorial assessment to verify:

- compliance with the journal's formatting requirements;
- linguistic quality;
- scientific relevance;
- originality;
- suitability for the journal's scope.

Submissions that do not comply with these requirements may be returned to the authors prior to review.

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### 4. Peer Review Process

The *Romanian Journal of Sociology* operates a **double-blind peer review** system.

Each manuscript is evaluated anonymously by independent reviewers with expertise in the relevant field.

Based on the reviewers' reports, the Editorial Board may decide to:

- accept the manuscript;
- accept it subject to revisions;
- request major revisions and resubmission;
- reject the manuscript.

The Editorial Board reserves the right to make the final publication decision.

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### 5. Authorship Policy

Authorship should be limited to individuals who have made a substantial scholarly contribution to the conception, design, execution, interpretation, or writing of the study.

All authors must:

- approve the final version of the manuscript;
- agree to its submission;
- accept responsibility for the integrity and accuracy of the work.

Individuals who contributed to the research but do not meet the criteria for authorship should be acknowledged appropriately.

Guest, honorary, or gift authorship is not acceptable.

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## 6. Originality and Publication Ethics

Submitted manuscripts must represent original scholarly work.

Authors confirm that:

- the manuscript has not been published previously;
- it is not simultaneously under consideration by another journal;
- all sources have been properly acknowledged;
- all quotations, data, tables, and figures are appropriately cited.

The journal reserves the right to screen submissions using plagiarism-detection software.

Any form of plagiarism, self-plagiarism, data fabrication, data falsification, or other forms of research misconduct may result in rejection or retraction of the published article.

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## 7. Artificial Intelligence Policy

Artificial intelligence (AI) tools may be used only as auxiliary writing or language-support tools.

Authors remain fully responsible for every aspect of the manuscript, including:

- the accuracy of all statements;
- interpretation of findings;
- citations and references;
- originality of the work.

AI systems (including generative AI tools such as ChatGPT and similar applications) **cannot be listed as authors** because they cannot assume responsibility for scholarly work.

Authors must **not** submit text, figures, images, datasets, or analyses generated entirely by artificial intelligence as original scholarly contributions.

Where AI-assisted tools have been used in preparing the manuscript (for example, for language editing or improving readability), authors should disclose this use in an appropriate acknowledgement or disclosure statement.

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## 8. Research Ethics

Authors are responsible for ensuring that their research complies with applicable ethical standards.

Research involving human participants should have received approval from an appropriate ethics committee whenever required by institutional or national regulations.

Authors should confirm that informed consent was obtained where applicable and that participants' privacy and confidentiality have been protected.

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## 9. Conflict of Interest

Authors must disclose any financial, institutional, or personal relationships that could influence—or reasonably be perceived to influence—the research or its interpretation.

If no conflicts exist, authors should state:

**The authors declare no conflict of interest.**

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## 10. Copyright and Open Access

The *Romanian Journal of Sociology* is an **open-access journal**.

Authors **retain the copyright** to their published work.

Articles are published under the **Creative Commons Attribution–NoDerivatives 4.0 International (CC BY-ND 4.0)** license.

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## 11. Publication Fees

The *Romanian Journal of Sociology* does **not charge any submission fees, article processing charges (APCs), publication fees, or page charges.**

Submission, peer review, editorial processing, and publication are entirely free of charge.

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## 12. Language Requirements

Manuscripts should be written in clear and grammatically correct English, Romanian or French.

For Romanian-language manuscripts, authors should follow:

- the latest edition of the Romanian Explanatory Dictionary (DEX);
- the Orthographic, Orthoepic and Morphological Dictionary (DOOM);
- the orthographic rules adopted by the Romanian Academy.

Foreign-language words appearing in Romanian manuscripts should be italicized.

Foreign-language quotations should be accompanied by a Romanian translation.

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## 13. Formatting Requirements

- Abstract: 10-point font.
  - Keywords: 10-point font.
  - Main text: 12-point font.
  - Single line spacing.
  - Justified alignment.
  - Consecutive page numbering.
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## 14. Figures and Tables

Figures, photographs, and tables should:

- be inserted in the text close to their first citation;
- be numbered consecutively throughout the manuscript;
- include descriptive captions;
- have a minimum resolution of **300 dpi**.

Black-and-white graphics are preferred unless colour is essential to the interpretation of the results.

Notes relating to figures or tables should appear beneath them rather than as footnotes.

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## 15. Style

- Spell out abbreviations at first mention.
  - Use italics for emphasis rather than boldface or underlining.
  - Any modification of a quotation should be indicated using square brackets: [...].
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## 16. Citations and References

The journal follows a reference style based on the **APA Publication Manual**, with minor adaptations.

In-text citations should follow the author–date system.

The reference list should:

- appear at the end of the manuscript;
- be arranged alphabetically by the first author's surname;
- include only works cited in the text;
- contain complete bibliographic information.

DOIs should be included whenever available.

Examples of books, book chapters, journal articles, newspapers, magazines, and online resources are provided in the journal's reference examples.

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## **17. Responsibility for Published Content**

The opinions and interpretations expressed in published articles are solely those of the authors and do not necessarily reflect the views of the Editorial Board, the Editorial Advisory Board, or the publisher.

Authors bear full responsibility for the content of their published work.