

## MAIN & CONTACTS

*Russkaya Literatura* is an academic reviewed periodical on the history of Russian literature throughout its history. One of the periodical's immediate goals is to represent the current state of academic literary studies in the field of folkloristics, history of Ancient Russian literature, Russian 18<sup>th</sup> century literature, classical legacy of the 19<sup>th</sup> – early 20<sup>th</sup> century, literature of modernity, including the cultural loci of the metropolis and diaspora, as well as the links between the Russian and other writings. Special emphasis is laid on the studies in literary history, biographic and textual research, publication of the archival data, including the ones pertaining to the history of literary studies.

The periodical is listed as a reviewed academic publication recommended by the Higher Attestation Commission in the following professional field

10.01.01 – Russian Literature (Philological Studies)

Indexed at the Russian Science Citation Index (Impact factor 0,185), Scopus (SJR 0.108) and Web of Science (WoS), Arts & Humanities Citation Index (AHCI), Core Collection (for AHCI periodicals, the impact factor is not calculated due to the specifics of the field)

Editor-in-Chief – Vsevolod E. Bagno

Founders:

Federal State Budget Research Entity Institute of Russian Literature (Pushkinskij Dom, Russian Academy of Sciences); Department of History and Philology, Russian Academy of Sciences

The periodical is founded in 1958, and is published quarterly.

Published under the auspices of History and Philology Department, Russian Academy of Sciences.

Publication language: Russian

The periodical is registered at the Ministry of Press and Mass Media of the Russian Federation

Registration number 0110194, dated 4 February 1993

ISSN 0131-6095

Editorial Office: 4, Makarova Embankment, St. Petersburg 199034.

Phone/fax (812) 328-16-01 email: [rusliter@mail.ru](mailto:rusliter@mail.ru)

Executive Editor – Inga F. Danilova

The periodical is published in printed version, and distributed by subscription. Postal code: 70783. The scanned version is available at the website of the co-founder, Institute of Russian Literature (Pushkinskij Dom), Russian Academy of Sciences: <http://pushkinskijdom.ru/izdaniya-pd/zhurnal-russkaya-literatura>. The archive is accessible by the same link.

*Russkaya Literatura* is a non-profit edition. No fees are collected from the authors. No honorariums are paid.

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*Russkaya Literatura* is an academic edition that pursues the goal of advancing philological studies, with no political, ideological, religious or other preferences. All the participants of the editorial and publishing process (contributors, reviewers, editors, members of the Editorial Council and the Editorial Board) must comply with the ethical standards developed on the basis of the guidelines of the Committee on Publications Ethics (COPE).

### **Ethics of the Contributor**

By submitting his work, the contributor confirms his authorship. A co-authored contribution can be submitted by one of the authors. Full data on all the co-authors is to be provided.

No plagiarism is tolerated. The text is to include correct and full references to the literature and sources (manuscripts, publications, field studies journals etc.) used in the writing of the respective piece. If any breaches of the above are discovered, the Editorial Office terminates its cooperation with the contributor.

The contributor is responsible for the verification of the published data. In course of the pre-publication process, all the updates and amendments are to be discussed and coordinated with the Editorial Office. If any errors are discovered

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Once an article has been accepted for publication, the author is to refrain from disseminating it (including online presentation) until the respective number is published. If any breaches of the above occur, the Editorial Office terminates its cooperation with the contributor.

By submitting an article, the author agrees to it being distributed as a part of the respective publication. The contributor retains full copyright for the published contribution, according to the Agreement with the Editor-in-Chief.

Submitting a contribution simultaneously to *Russkaya Literatura* and any other periodical, including an e-one, is strictly prohibited.

### **Ethics of the Editorial Office**

Unilateral blind reviewing is the principle of *Russkaya Literatura*. None of the participants of the editorial and publishing process are to disclose the names of the reviewers in any form, neither before nor after the publication of a contribution. If a conflict of interests occurs, the reviewer is to inform the Editor-in-Chief and/or his/her Deputy and withdraw his/her candidacy. The contacts between the reviewer and the contributor outside the framework of the editorial and publishing process are not an obstacle for the reviewing.

Reviewing is to be based on academic criteria, being objective and impartial. The reviewer is to evaluate the quality of the presentation, the scope of the research literature pertaining to the problem raised that is presented in the contribution; if any plagiarism is detected, the Editorial Office is to be informed.

The Editorial Office supervises all the stages of the editorial and publishing process. The Editor-in-Chief and his Deputy are in charge of the preliminary assessment of the submissions and of selecting the reviewers, of informing the contributor about their decision to accept or decline the submission, of the need to

have it revised; they submit the content of the current number to the members of the Editorial Board, supervise the editing, layout, proofreading (including the proofreading by the contributors), sending to the printers and issuing.

The editors are to exercise objectivity in dealing with all the participants of the editorial and publishing process, irrespective of their citizenship, gender, sexual orientation, religion, political convictions etc. If a conflict of interests occurs between a contributor and an editor, the above is to inform the Deputy Editor-in-Chief, who is to appoint a different editor to work on the contribution.

The Editorial Office guarantees the highest academic quality of the contributions published by the periodical; if necessary, it is to publish the information on corrections, as well as comments and apologies.

As a member of both the Editorial Office and the Editorial Board, the Deputy Editor-in-Chief guarantees the adherence to the above listed ethical norms. Any conflicts that might occur in the course of the editorial and publishing process are to be resolved with the personal participation of the Editor-in-Chief, Deputy Editor-in-Chief and, whenever necessary, the members of the Editorial Board.

### **Ethics of the Editorial Council**

International Editorial Council, whose members are internationally recognized Russian literary scholars and international Slavic scholars, guarantees the high quality of the academic contents published by *Russkaya Literatura*.

### **Ethics of the Editorial Board**

The Editorial Board of *Russkaya Literatura* is a consultative body with a broad range of responsibilities. By taking a collective decision, the members of the Editorial Board are entitled to stop or decline the publication of a contribution that has been positively reviewed, and to request the necessary changes. The presentations by the members of the Editorial Board, submitted to the Editorial Office for publication, are considered according to the standard procedure.



Due to its academic authority and principle of collective leadership, the Editorial Board of *Russkaya Literatura* ensures the compliance of the published contributions with the international standards of academic and publishing ethics.

## **GUIDELINES FOR THE CONTRIBUTORS**

Original, previously unpublished articles and other contributions, in the Russian language, compatible with the theme and genre scope of *Russkaya Literatura*, are considered for publication.

The contributions are to be forwarded to the Editorial Office by email, in WinWORD (\*.doc) format.

The email address is: [rusliter@mail.ru](mailto:rusliter@mail.ru)

The contribution is to be accompanied by the following metadata:

\* given name, patronymic (if applicable), family name in full in the Russian and English languages, using the LC transliteration system (The Library of Congress; see: <https://www.loc.gov/catdir/cpsol/roman.html>);

\* affiliation in the Russian and English languages;

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\* the title of the contribution in the Russian and English languages;

\* the summary, 300 to 500 characters (including spaces) in the Russian and English languages;

\* no less than 5 key words in the Russian and English languages;

\* bibliography in alphabetical order, as well as the transliterated version using the LC system;

\* information on any grants supporting the research.

All the contributions submitted to the Editorial Office are to be reviewed.

The reviewers are the members of the Editorial Council and the Editorial Board, as well as the invited experts.

All the work on the contributions prior to the publication is confidential.

The articles are not to exceed 40,000 characters (including spaces), the reviews 20,000 characters (including spaces), the meeting abstracts 7,000 characters (including spaces).

The whole text, including the notes, is to be in Times New Roman font (size 14, line space 1,5). Indentation 1,27, margins: left 3 cm, right 1,5 cm, top and bottom 2 cm. No hyphenation.

All the additional fonts used, if any, are to be submitted to the Editorial Office.

Any bibliographical info is to be placed in footnotes. Footnotes are to be automatic, with consecutive numbering, Arabic numbers only. The footnote sign is to be placed after the punctuation mark.

Archival data can be published as an addendum to the article (to be separated from the main body of the text by page break and the word *Addendum* typed at the right margin). In the Addendum, endnotes are to be used for each document. The textual preamble to the contribution is to reflect: the type of document (handwritten or copied/typed; draft/fair copy), the archival address of the source, the principles of the rendition of the text.

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