

GUIDELINES FOR GUEST EDITORS

in

Kragujevac Journal of Mathematics

The *Kragujevac Journal of Mathematics* occasionally publishes special issues, edited by Guest Editor and Editorial Office. Each such special issue must be agreed in advance. Interested colleagues should consult the Editor-in-Chief (at krag.j.math@kg.ac.rs). If such an agreement is reached, then the Guest Editor and the Editorial Office will have the following responsibilities.

- The Guest Editor takes care to procure a needed number of contributions. All contacts between the authors and the journal go via the Guest Editor.

- The Guest Editor and the Editorial Office decides about the acceptance or rejection of the respective papers, and is expected to consult referees for achieving this decision. The Editorial Office has to obey the general editorial policy of Kragujevac Journal of Mathematics, in particular that all papers must be related to Mathematics and must meet the level of the Journal.

- One author may have at most one paper, and - in exceptional and justified cases - two.

- The acceptance of each paper has to be approved by the Editor-in-Chief. However, the Editor-in-Chief will only check if the (above stated) general editorial politics is obeyed, and will otherwise not question the decisions of the Guest Editor and the Editorial Office.

- The Guest Editor takes care that the authors prepare the final version of their papers in camera-ready form (in line with the existing *Instructions for Authors*).

- In case that a paper is not in suitable camera-ready form, the Editorial Office will return it to the Guest Editor, who then may contact the authors.

- The Guest Editor has to record the date of receipt of each paper and inform about this the Editorial Office.

- The Guest Editor has to inform the Editorial Office who the corresponding author of each paper is, and what his/her mailing address is.

- The Guest Editor will receive 5 copies of the respective issue of the journal.

- The Guest Editor has to arrange that the costs of publication and distribution of the respective special issue of *Kragujevac Journal of Mathematics* be covered.

For this the following amount is charged:

up to 150 pages: 1200 Euros;

up to 200 pages: 1500 Euros;

up to 250 pages: 1800 Euros;

up to 300 pages: 2200 Euros.

for technical reasons an issue cannot contain more than 300 pages. The processing of the special issue will start after the payment is received.

- The Guest Editor may at any time consult the Editorial Office in connection with any occurring problem, and will receive any possible assistance from the Editorial Office.