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LLC Teaching University Geomedi's
Academic Board session:
Protocol №13, 22.12.2017

Rector, Professor _____ Marina Pirtskhalava

Teaching University Geomedi LLC

Editorial Policy

1. Teaching University Geomedi LLC has been publishing a quarterly, international peer-reviewed journal – Modern Issues of Medicine and Management (ISSN 1512-4169) since 2014;
2. Taking into account the University's main educational directions, the articles from the academic staff of the following faculties (Medicine, Dentistry, Healthcare Economics and Management, Physical Medicine and Rehabilitation) are mostly printed in the journal. Although articles from other areas of science are published as well.
3. The editorial board invites at least three specialists for each specialty. The representatives of other universities and foreign specialists are also invited to the editorial board.
4. For the academic/affiliated staff of the university, publishing an article is free and all costs related to the publication of the research paper are funded by the University.
5. The copyright on the published article from affiliated personnel belong to the Teaching University Geomedi LLC.

Publication Requirements

The manuscript must be submitted in Georgian, English, or Russian languages, both electronically and in print;

Manuscripts submitted to the journal for publication typically have the following components: Title; initials, surname, and information of the author, such as a place of work, country, postal code, e-mail. Introduction, main text or research subject and conclusion,

bibliography, the title of the article/manuscript, keywords. Photographs should be contrasting, spreadsheets, images, drawings, graphs, diagrams, and diagrams - titled, numbered, and done in JPG, .TIFF format; Formulas - in Microsoft Equation;

The volume/size of the article/manuscript should not exceed 10 pages, including the bibliography and summaries (in Georgian, English, and Russian languages).

The article should cover: the urgency and novelty of the issue, the purpose of the research, research material, judging the results obtained. The paper must be accompanied by a summary (no more than 150 words) in Georgian, English and Russian languages in the following order: title of the article/manuscript, name, and surname of the author, summary, content, and keywords.

The paper must be done in Microsoft Word, for Georgian text: font-Sylfaen, for English and Russian: font-Times New Roman;

Text Formatting: The text must be typed on A4 size standard sheet; font size - 12; Interline spacing -1.5; text alignment-full width; The text field on the page: 2.5 cm from the left, 2 cm from the right, top and bottom.

bibliography (reference list) is compiled in accordance with defined rules: The reference list should be presented in alphabetical order, first in Georgian and then in foreign language and it should include: the surname and initials of the author(s); the title of the work; the title of the book/journal; place of publication; the year of publication; number of book/journal. In the text, in square brackets, the corresponding number of the author should be indicated according to the reference list.

The author is responsible for the material published in the Journal;

The paper submitted for publication will be reviewed by the editorial board.

The paper should include a review written by a specialist in the field.

The cost of publishing the paper is 20 GEL. Those wishing to publish the paper (free for academic/affiliated staff of the University) must deposit 20 GEL to the University's account - JSC Bank of Georgia; Bank Code - BAGAGE22; Teaching University "Geometri" LLC; A/N-GE56BG000000116752300; I/C- 204909858.

Academic Honesty and Fight against Plagiarism

1. The University reserves the right to combat the plagiarism, to introduce mechanisms against the violation of academic honesty and carry out disciplinary response to such violations, to take particularly strict measures in the event of plagiarism and its recurrence.
2. Deliberate misappropriation of one's work entirely or partially is considered plagiarism: A) misappropriation of someone else's intellectual labor; B) submission of someone else's work or part of it as one's own; C) using one's work without following the required citation rules; D) in the submitted text, quoting someone else's work without footnote/note, changing the wording or sentence structure, without changing the content, drawing conclusions from one's work without citing the source; E) In case of plagiarism, the editorial board will raise the issue of termination of the contract for the academic / invited staff before the administration of the University (concerning the academic / invited staff of the University);
3. The University shall take into consideration the scientific research potential and involvement in scientific research of academic / invited staff prior to all subsequent academic competitions, or during the renewal of the contract.
4. The University Quality Assurance Office together with the Vice- Rector in Science carries out the evaluation of the scientific / research activities of the academic/invited staff of the University, according to the established criteria. The University promotes the involvement of both academic/invited staff as well as students in scientific / research activities.

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