

Appendix no. 5. Terms and Conditions of the FRSE Publishing House Monographs Programme

The Foundation for the Development of the Education System implements the FRSE Publishing House Monographs programme, under which it finances the publication of peer-reviewed works on education in the humanities and social sciences (hereinafter: “Works” or “Monographs”). These Terms and Conditions (hereinafter: “Terms and Conditions”) set out the rules for the implementation of the programme.

GENERAL PROVISIONS

§ 1

1. The FRSE Publishing House Monographs programme is implemented under the rules of the contest (hereinafter: “Contest”).
2. The organiser of the Contest is the Foundation for the Development of the Education System (hereinafter: “Organiser” or “FRSE”), represented by the Director of the Research and Publishing Unit, and the body responsible for the substantive side of the Contest is the Scientific Council (hereinafter: “Contest Jury”), appointed by the Director General of the Foundation for the Development of the Education System.
3. The number of monographs to be published in a given edition of the programme, the schedule of the Contest and the amount of possible fees in a given year are announced each time in the Contest Announcement.
4. The condition for publishing the Monograph is successful completion of the following procedures: preliminary evaluation, substantive evaluation and external review, signing the Licence on the transfer of copyrights in the works included in the Monograph to the Organiser, and agreeing the final content of the Work or its fragments with the editors of the FRSE Research and Publishing Unit.
5. Monographs published as a result of the Contest are covered by Creative Commons Licenses (BY-4.0 Attribution).
6. The works awarded in the Contest will be published in the “Monographs” series in Polish and English.
7. The Contest is conducted under the rules set out in the Terms and Conditions and in accordance with generally applicable laws. By submitting a Work to the Contest, the Applicants accept the Terms and Conditions.
8. Applicants will be notified electronically of the results of the Contest and of the various stages of evaluation. The list of winners of the Contest will be made public on the FRSE website (www.frse.org.pl).

PURPOSE AND PROCEDURE OF THE CONTEST

§ 2

1. The purpose of the Contest is to select and publish peer-reviewed, previously unpublished monographs in the humanities and social sciences, concerning education in the broad sense of the term, and characterised by a high level of scientific excellence.

2. Works that most closely meet the preliminary and substantive criteria specified in § 5 of the Terms and Conditions will be submitted for publication.
3. The Organiser reserves the right not to award prizes or to award fewer prizes than indicated in the Contest Announcement if the Works submitted do not meet the preliminary criteria or receive a low score during the substantive evaluation.
4. In the case referred to in sec. 3, the Organiser may announce a second round of the Contest in a given year, which will be conducted under the same rules.

CONDITIONS FOR PARTICIPATION IN THE CONTEST

§ 3

1. Scientific works that comply with the definition included in § 10(1) of the Regulation of the Minister of Science and Higher Education of 22 February 2019 on the Evaluation of the Quality of *Scientific Activities* may be submitted to the FRSE Publishing House Monographs programme.
2. Monographs may constitute a work written by a single Author, a team of Authors or under the direction of a Scientific Editor(s) (hereinafter: "Applicant").
3. The content of the Work should concern a selected area of education supported by the Organiser within the disciplines of the humanities, social sciences, or through an interdisciplinary approach. These areas include: higher education, school education, vocational education and training, adult education, non-formal youth education, language education, mobility of educational staff, mobility of learners, cooperation of institutions aimed at improving the quality of the education system. The way in which the topic is framed is free.
4. Contest Works may not include works commissioned by the Contest Organiser prior to the announcement of the Contest or works already published.
5. The authors or co-authors of the Works may not be members of the Contest Jury or their immediate family members (spouses, ascendants, descendants, siblings, persons in the same line or degree of affinity, persons in an adoptive relationship), persons in a cohabiting relationship.
6. Unpublished doctoral dissertations, publications prepared within the framework of ongoing research grants, prepared as part of individual research interests or as part of other professional tasks at a research and development units may also be submitted to the Contest.
7. Master's theses will be accepted for evaluation provided that they are accompanied by a recommendation justifying the scientific or research value of the thesis, prepared by a specialist with a degree or title in the field to which the Work relates. The author of the recommendation cannot be a thesis supervisor, a reviewer of the defended thesis, a member of the Contest Jury or a person connected with the Author of the submission by family, private, institutional or professional relations.
8. A defended unpublished thesis may be submitted after the expiry of the publication priority period specified in Article 15a of the Act of 4 February 1994 on Copyright and Related Rights (as amended).
9. Submissions that do not meet the conditions set out above will not be considered.

METHOD OF SUBMISSION

§ 4

1. In order to submit a Work, all Authors and Scientific Editors have to individually and correctly fill in the electronic form available in the Contest section of the Publishing House page on the FRSE website. Persons participating in the Contest may not authorise third parties to perform this task.
2. The form contains the following sections:
 - a. *Information on the Submitted Work* – to be filled in by the Author of the Work, the Scientific Editor (in the case of multi-author publications) or one of the Authors (in the case of collective publications) designated to contact the Organiser (the contents of this section are made available for information purposes in Annex 1 to the Terms and Conditions);
 - b. *Statement of Text Originality* – to be filled in by the Authors/Co-authors of all texts included in the Work and by the Scientific Editor (Annex 2 to the Terms and Conditions);
 - c. *Information on the processing of personal data of Participants of the FRSE Publishing House Monographs programme* – to be filled in by the Authors/Co-authors of all texts included in the Work and by the Scientific Editor (Annex 3 to the Terms and Conditions);
 - d. an electronic version of the Work in Polish or English, prepared in compliance with the Technical Standards for Publications Submitted to the FRSE Research and Publishing Unit – Appendix no. 4 to the FRSE Research and Publishing Unit Work Instructions (hereinafter: “Technical Standards”).
3. The documents submitted to the Contest (in particular the Works) may be prepared in Polish or English, unless otherwise specified in the Contest Announcement.
4. Contest entries and annexes are not subject to return. The duration of their storage and method of deletion are subject to the rules in force at the Foundation for the Development of the Education System.
5. The deadline for the submission of Contest Works is specified in the Contest Announcement and made available on the Publishing House page on the FRSE website.
6. The date of submission of the Work to the Contest is the date of receiving legible and complete documentation meeting the requirements set out in sec. 2.
7. Submissions of Works made after the deadline will not be considered and will not take part in the Contest.

CONTEST JURY AND EVALUATION CRITERIA

§ 5

1. The process of evaluating the Contest Works includes the following procedures: preliminary evaluation, substantive evaluation and external review.
2. The preliminary evaluation is conducted by the Research and Publishing Unit and approved by its Director. The basis for this is the Preliminary Evaluation Sheet for Contest Works,

constituting Annex 4 to the Terms and Conditions. The sheet may be in the electronic form. The evaluation is based on meeting/not meeting a criterion.

3. The following elements are subject to preliminary evaluation:
 - a. originality of the Work – verified by an anti-plagiarism software, it must not detect a percentage of borrowings exceeding 15% of the volume,
 - b. compliance with the conditions for participation in the Contest (criteria specified in § 3 of the Terms and Conditions),
 - c. date of receipt of the Contest documents (specified in the Contest Announcement),
 - d. completeness of the required Contest documents (§ 4(2) of the Terms and Conditions),
 - e. preparation of the Work in compliance with the Technical Standards (Appendix No. 4).
4. If there are numerous information deficiencies or deviations from the Technical Standards in the documentation, or if the originality check reveals a percentage of borrowings exceeding 15% of the volume of the Work, the Organiser may dismiss the Work at the preliminary evaluation stage.
5. If, at the preliminary evaluation stage, minor information deficiencies or deviations from the Technical Standards are found in the documentation, the Foundation may, within 10 working days from the date of the submission of the Work, request the Applicant to supplement the documentation. If the supplementation is submitted within 10 working days of being informed of the need for supplementation, the Work is deemed to have been submitted by the submission deadline specified in the Contest Announcement.
6. The substantive evaluation of the works is conducted by the Contest Jury. It is composed of: a representative of the Organiser and members of the Scientific Council of FRSE Publishing House. The composition of the Jury will be announced on the Publishing House page on the FRSE website.
7. The meetings of the Contest Jury are convened by the Organiser. Minutes of the Jury meetings are drawn up by the Secretary of the Contest Jury. The Jury may adopt working regulations.
8. The basis for the substantive evaluation is the Substantive Evaluation Sheet for Contest Works, constituting Annex 5 to the Terms and Conditions. The sheet may be in the electronic form.
9. Members of the Contest Jury conduct the substantive evaluation according to the following criteria:
 - a. approach to the topic is consistent with the aims and education areas supported by the Organiser,
 - b. assumptions are exploratory and results are relevant;
 - c. methodology is chosen correctly;
 - d. approach is innovative;
 - e. subject matter and form are coherent;
 - f. Work brings value to the development of scientific theory or research practice,
 - g. Work brings value to the development of the education system or to social development.
10. For meeting each of the criteria described in sec. 9, the members of the Jury will award points to the Work on a scale from 1 to 6. One member of the Jury can award a maximum of 42 points to a Work.
11. The Contest Jury may defer awarding points and ask the Author(s) of the Work to submit corrections within 10 working days.

12. The substantive evaluation is concluded by drawing up a ranking list of the Contest Works, based on average points awarded in the individual evaluations of the members of the Jury.
13. The highest ranked works are forwarded to two independent external reviewers. The reviewing process is described in the Procedure for Reviewing Monographs Submitted for Publication by the FRSE Publishing Unit (Appendix No. 6 to the FRSE Research and Publishing Unit Work Instructions) and made available on the Publishing House page on the FRSE website.
14. In the event that two or more Works receive an equal number of points, rendering it impossible to select the number of Works for the next stage as specified in the Contest Announcement, the Organiser may decide to increase the number of prizes to be awarded.
15. The Contest Jury monitors the reviewing process. In cases of contradictory conclusions of external reviews, failure to obtain a recommendation from one of the Reviewers to publish a revised Work following the reviews, or in other contentious cases, the Jury proposes a course of action following the principles of the Committee on Publication Ethics (COPE).
16. The completed Evaluation Sheets for Contest Works are not made public.
17. The winners of the Contest are the Authors and Scientific Editors of the Works that successfully pass the external review process described in the Procedure for Reviewing Monographs Submitted for Publication by the FRSE Publishing Unit.

CONTEST PRIZES

§ 6

1. The Contest prize is the publication of the monograph in printed or electronic form and its promotion via the Internet and at events organised by the Foundation for the Development of the Education System. The costs of reviewing, publishing and disseminating the Works will be covered by the Organiser.
2. An additional prize is the translation of the monograph into English (in the case of Works in Polish) or into Polish (in the case of Works in English). The translations will be published by the FRSE Publishing House.
3. The Organiser may award fees to the Authors and Scientific Editors of the submitted works, unless otherwise stated in the Contest Announcement.
4. In justified cases, the Organiser, having consulted the Scientific Council of FRSE Publishing House, may propose to the Author or Scientific Editor of the Work not awarded in the Contest to publish it outside the FRSE Monographs Series. Such cooperation is established under separate rules.
5. Works submitted to the Contest and not selected for publication in any publishing series are not returned to the authors or used for other purposes by the Organiser, and the authors retain full moral and economic rights to the Work.

TERMS AND SCOPE OF THE AGREEMENT

§ 7

1. Once the results of the Contest have been announced, the Authors/Scientific Editors of the selected Works shall send signed Statements of Text Originality and Information on the processing of personal data in order to start the publication process.
2. The Foundation for the Development of the Education System concludes:
 - a. in the case of individual and collective works: a licensing agreement by the Author/ Co-Author of the Work, specifying their obligations, deadlines, as well as the extent of the granted rights to use the work and the amount of a possible fee;
 - b. in the case of multi-author monographs:
 - i. An agreement with the Scientific Editor of the Work specifying, inter alia, duties of the Scientific Editor, deadlines, as well as the amount of a possible fee;
 - ii. Agreements with the authors of individual chapters, specifying the terms and conditions of cooperation as regards the preparation of excerpts of the Work of their authorship for publication, the principles of copyright exploitation, the amount and conditions of payment of a possible fee.
3. The Authors are obliged to license the Work to FRSE for:
 - a. publishing and distributing the Work in the fields of exploitation specified in the Licences,
 - b. distribution and use of the Work or its fragments for advertising or promotional purposes.
4. Model agreements referred to in sec. 2 are made available by the Organiser upon request of the interested party.

PUBLISHING CYCLE

§ 8

1. The Organiser provides the authors of the selected Works with full editorial and proofreading services as well as translation, typesetting, printing and distribution to the extent indicated in the licensing agreement.
2. The procedure for working on a text is described in the Publishing Procedures for Scientific Monographs (Appendix No. 7 to the FRSE Research and Publishing Unit Work Instructions).
3. The Research and Publishing Unit agrees with the Author(s) of the chapters (Scientific Editor) on the extent of editorial changes, corrections and additions necessary for the publication of the Work.
4. The Authors (Scientific Editors) are required to closely cooperate during the preparation of the translation and the final editing of the Work, in particular in adapting the editorial form to the requirements of the FRSE Research and Publishing Unit within the deadlines specified in the licensing agreement.
5. Any disputes concerning the final form of the work are submitted to the Scientific Council of the Publishing House, which proposes the way in which they should be resolved.

6. In the event that the Author(s) (Scientific Editor) does not agree with the proposed solution, the Organiser has the right not to accept the Work or a chapter in the Work, which will result in refusal to conclude / termination of the concluded licensing agreements.

RIGHTS AND OBLIGATIONS

§ 9

1. The Author(s) and Scientific Editor(s) declare that they hold the moral and economic rights to the works composing the Work, and that they do not infringe any moral or economic rights of third parties, and in the case of use in fragments of other works already distributed, the Author(s) assure that this has occurred within the permitted scope in accordance with Article 29 of the Act of 4 February 1994 on Copyright and Related Rights (Dz. U. of 2006, No. 90, item 631 as amended) or with the consent of its Author, if the scope of use exceeds the permitted use.
2. The Author/Scientific Editor of the submitted Work is fully liable towards the Organiser and third parties should the Work infringe the rights, in particular the copyrights and personality rights of third parties.
3. Authors/Scientific Editors are obliged to participate in promotional and publicity events organised by FRSE to a mutually agreed extent.

PERSONAL DATA

§ 10

1. The Authors of the submitted Works consent to the storage and processing of their personal data for the purposes of the Contest, in accordance with the Act of 10 May 2018 on the Protection of Personal Data (Dz. U. of 2019, item 1781).
2. Detailed regulations on how personal data will be processed for the purposes of the Contest are included in Annex 3.

FINAL PROVISIONS

§ 11

1. The Organiser is not liable for events that prevent or significantly impede the proper conduct of the Contest, in particular in the event of fortuitous events, epidemics, restrictions imposed by public authorities, force majeure.
2. The Organiser reserves the right to change the provisions of the Terms and Conditions. Changes to the Terms and Conditions will be made public on the Organiser's website.
3. The Contest is not subject to the provisions of the Act of 29 July 1992 on Games and Mutual Wagering (Dz. U. of 2004, No. 4, item 27 as amended).
4. The Organiser is not liable for any claims of third parties resulting from the infringement of intellectual property rights, including the failure to comply with the provisions of the Act of 4 February 1994 on Copyright and Related Rights (Dz. U. of 2006, No. 90, item 631 as amended).
5. In the event that the Author(s) or Scientific Editor is found to violate the provisions of the Terms and Conditions, the Organiser may exclude them from participating in the Contest or terminate their licensing agreements.

6. The Director General of FRSE has the right to invalidate the results of the Contest without providing any reason. The decisions of the Director General are final and do not require justification.
7. The Terms and Conditions and amendments to the Terms and Conditions come into force on the date of their adoption and publication on the Organiser's website.
8. The invalidity of any provision of the Terms and Conditions does not render the entire Terms and Conditions invalid. In the event that any provision of the Terms and Conditions is legally declared invalid or is contrary to an applicable common law provision, the relevant common law provision applies in its place.

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Annex No. 2 – Statement of Text Originality

Annex No. 3 – Information on the Processing of Personal Data

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Annex No. 5 – Substantive Evaluation Sheet

Annex no 1

Information on the Work Submitted to the Monographs Programme

Specify your role

- I am the sole Author of the submitted work
- I am one of the Co-authors, I submit the work to the contest on behalf of the whole team.
- I am the Scientific Editor, I submit the work to the contest on behalf of the whole team.
- I am one of the Co-Authors of the submitted work.
- I am an Author of a part or a chapter in the submitted work..

Enter the title of the submitted work

.....

Is it an unpublished work?

- yes
- no

What was background behind this work? Select the most accurate answer.

- Regular work carried out as part of academic duties or research interests
- The result of work carried out thanks to obtaining funding for scientific, research, development or technical activities. [Specify details]
- Work based on a defended doctoral dissertation. [Specify details]
- Other background. [What kind?]

I declare that I have read the contents of Article 15a of the Act of 4 February 1994 on Copyright and Related Rights (as amended), and the work submitted by me, in whole or in part, is not involved in any publishing process initiated by the parent scientific or research unit or any other publishing process.

- yes
- no

Insert your contest work [If your work includes tables or graphic elements exported from statistical programs, attach them in a zipped file.]

Annex no 2

Statement of Originality of the Work Submitted to the Monographs Programme

Personal and contact information:

- academic title/degree, name and surname,
- affiliation,
- mailing address,
- telephone number,
- e-mail.

Enter the title of the part or the chapter of which you are a Co-author.

Information on the contribution to the publication of third parties, scientific and research institutions, associations and other entities:

- name and surname of the Co-author,
- scope of tasks of the Co-author,
- approximate share of the Co-author in the resulting part (in %),
- title of the project under which the text was created,
- source of funding,
- funding institution and application number.

I declare that the submitted contest work or parts thereof of which I am a (Co-) author:	yes	no	N/A
is original, has been compiled entirely by the persons named therein, and does not violate the copyrights of third parties			
does not omit as author any person who meets the definition of authorship provided in the Principles of Publishing Ethics of the FRSE Research and Publishing Unit			
does not use excerpts from other authors' publications or published works of the author(s) of the text without reference to the source			
is not involved in any publishing proceedings, and its parts have not been submitted for publication in any Polish or foreign journal			
presents original results or analyses, clearly separated from those cited from other publications (each citation is accompanied by a reference to a specific publication)			
uses data collected and compiled with the greatest care and full objectivity. If I notice any errors, I undertake to inform the FRSE Research and Publishing Unit of this fact			
is based on research that meets the ethical standards specified in the Code of Ethics for Researchers			
was prepared in conditions of no conflict of interest			
lists as authors only those persons who participated in the following stages of preparation: study design, data analysis, results interpretation, text writing, approval of the version submitted to the FRSE Research and Publishing Unit			
lists in the Acknowledgements section persons who are not authors, but significantly contributed to the creation of the final version			
contains elements (e.g. graphics, photos, tables, excerpts from literary texts) extracted from published sources with the permission of the copyright owners			
describes a study that does not infringe rights related to the protection of patents, copyrights and other intellectual property of third parties			

I declare that I am not in a personal relationship or related to a member of the Contest Jury as: spouse, cohabitant, ascendant, descendant, sibling, relative in the same line or degree of affinity, person in an adoptive relationship.

- yes
- no

I have read the contents of the Principles of Publication Ethics of the FRSE Research and Publishing Unit. I declare that all information contained in this document is true. I am aware of the consequences of failing to comply with the ethical principles at each stage of the preparation of the text for printing and after its publication.

- yes
- no

Annex no 3

Information on the Processing of Personal Data of Participants of the Monographs Programme

Dear Sir/Madam,

In relation to the submission of your text to the FRSE Publishing House Scientific Monographs programme, we would like to inform you that:

1. The Foundation for the Development of the Education System is the Data Controller of your personal data.
2. Your personal data will be processed in order to ensure your participation in the event described above.
3. For the purpose indicated in clause 2 above, the following personal data will be processed: full name, e-mail address, telephone number, mailing address, institution name ("Data").
4. Data Controller will store Data until the completion of the settlement of the service and for the time required by law to the extent that it is necessary to follow the instructions contained in these regulations or until you object to the processing of Data.
5. Data is protected by technical and organisational measures to guarantee an adequate level of protection in accordance with applicable legislation.
6. Data Controller does not obtain Data from third parties or from public sources and it processes only the Data provided by you in order to fulfil the purpose described in clause 2 above (pursuant to Article 13 of GDPR).
7. Data may be shared with:
 - a. companies providing to Data Controller IT, accounting, administrative and other relevant services;
 - b. institutions managing programmes implemented by the Foundation for the Development of the Education System, in the scope that it is indispensable to carry out these programmes;
8. Data is processed in accordance with Article 6(1)(b) and (f) of the General Data Protection Regulation of 27 April 2016 (GDPR), and with Article 5(c) of the Regulation 2018/1725 in the case of information transmitted to the European Commission as part of programmes managed by the European Commission and its agencies.
9. You have the right to:
 - obtain information about the processed data, including the categories of processed data and possible recipients of data,
 - require the rectification of incorrect Data or have incomplete personal data completed,
 - obtain from the Data Controller the erasure of personal data or restriction of data processing, in accordance with the provisions of GDPR,
 - object to data processing, in accordance with the provisions of GDPR,
 - receive the personal data provided to the Data Controller in a structured, commonly used and machine-readable format and transmit such data to another controller,
 - lodge a complaint to the supervisory body – President of the Personal Data Protection Office (Prezes Urzędu Ochrony Danych Osobowych), ul. Stawki 2, 00-193 Warsaw – if you find that your data is illegally processed.
10. You have the right to object to the processing of any and all personal data at any time. Such an objection does not affect the legality of data processing conducted prior to the objection. The objection can be submitted by sending a declaration to that end to the registered seat of the Foundation for the Development of the Education System: Al. Jerozolimskie 142a, 02-305 Warsaw or by e-mail to iod@frse.org.pl.
11. Any motions, questions and requests related to data processing should be sent via e-mail to: iod@frse.org.pl.

I acknowledge

- yes
 no

Annex no 4

Preliminary Evaluation Sheet for the Work Submitted to the Monographs Programme

Title of the Work

.....

Author/Scientific Editor

.....

Summary

Criterion	YES	NO	COMMENTS
The submission met the criteria specified in § 5(3) of the Terms and Conditions.			
All documents were submitted in a timely manner.			
The submission sufficiently met the criteria specified in the in the Technical Standards for Publications Submitted to the FRSE Research and Publishing Unit.			
The percentage of borrowings of other works in the Work does not exceed 15%.			
Borrowings of other works or other people's images are regulated by the consents attached to the documentation.			
The Author/Scientific Editor submitting the Work has supplemented the Work within the indicated deadline.			
The Work is accepted for substantive evaluation.			

The form was completed by:

Signature:

Approved by:

Signature:

DETAILED EVALUATION CRITERIA	YES	NO	COMMENTS
CONDITIONS FOR PARTICIPATION IN THE CONTEST			
The work fulfils the conditions specified in the definition of a Monograph set out in § 10(1) of the Regulation of the Minister of Science and Higher Education of 22 February 2019 on the Evaluation of the Quality of Scientific Activities.			
The work relates to a selected area of education as indicated in § 3(3) of the Terms and Conditions, within the disciplines of the humanities, social sciences or through an interdisciplinary approach.			
One of the backgrounds behind the work is: defence of a doctoral dissertation, implementation of a research grant, individual research interests, performance of other professional tasks.			
The submission includes a defended dissertation. In the case of a Master's thesis, the submission is supplemented by a recommendation from an independent specialist. The deadline for publication priority, as specified in Article 15a of the Act of 4 February 1994 on Copyright and Related Rights, is declared to have expired.			
The contest Work was produced at the request of the Contest Organiser.			
The author or co-author of the Work (or part of it) is a member of the Contest Jury.			
The Statements of Originality of the Work do not indicate any relationship or affinity of the Author(s) with the members of the Contest Jury.			
COMPLETENESS OF DOCUMENTS			
The submission includes correctly completed Information on the Submitted Work.			
The submission includes duly completed Statements of Originality of the Work and Information on the Processing of Personal Data submitted by all Authors/Co-Authors/Scientific Editors listed in the Table of Contents of the Work.			
The submission includes the Contest Work.			

COMPLIANCE WITH THE TECHNICAL STANDARDS FOR PUBLICATIONS SUBMITTED TO THE FRSE RESEARCH AND PUBLISHING UNIT			
The graphic objects are prepared in accordance with the guidelines described in point I.			
The graphic objects contain images of third parties or an image of a child.			
The submission is supplemented by consent for the use of the image of a third party or the image of a child.			
The structure of the text is prepared in accordance with the guidelines described in point II.			
In collective works, information on the author, affiliation, abstract and keywords are provided in each chapter.			
References in the text comply with the APA guidelines.			
Bibliographic descriptions are not included in footnotes.			
Most bibliographic descriptions comply with the APA guidelines.			
Deviations from the formatting described in the Technical Standards for Publications Submitted to the FRSE Research and Publishing Unit do not exceed 15% of the volume of the Work.			
ORIGINALITY OF THE WORK			
Borrowings from other works exceed 15% of the content volume.			
The Statements of Originality of the Work indicate that there are no borrowings from other sources.			
The submission is supplemented by the consents of the right holders of the borrowed elements for their use in the Work.			
Similarity Coefficient 1			
Similarity Coefficient 2			
Borrowings from the Database of Legal Acts			
Percentage of text cited by using quotation marks			

Annex no 5

Substantive Evaluation Sheet for Works Submitted to the Monographs Programme

Name and Surname.....

No	Authors / Scientific Editors	Title of the Work	Evaluation criteria (scale of 1-6 points)						
			Approach to the topic is consistent with the aims and education areas supported by the Organiser	Assumptions are exploratory and results are relevant	Methodology is chosen correctly	Approach is innovative	Subject matter and form are coherent	Work brings value to the development of scientific theory or research practice	Work brings value to the development of the education system or to social development

Comments:

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