

Publication ethics and publication malpractice statement
Based on the Code of Conduct and Best-Practice Guidelines for Journal Editors (Committee on
Publication Ethics, 2011).

Editors' responsibilities

Publication decisions

- The editor is responsible for decision making of publishing the articles submitted to the journal.
- The evaluation of manuscripts will not be biased as per the authors' race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy.
- The assessment will be based on the paper's relevance, the journal's scope, social impact, originality and clarity, and the study's validity, and considering defamation, copyright infringement, and plagiarism.

Confidentiality

- The editor and any editorial members must maintain the confidentiality of the paper.

Disclosure and conflicts of interest

- Unpublished materials disclosed in a submitted paper will not be used by the editor or the members of the editorial board for their research purposes without the author's explicit written consent.

Reviewers' responsibilities

Contribution to editorial decisions

- The peer-reviewing process should be using the Reviewers Score Card and Evaluation sheet created provided to the reviewer by the editor and the team. The reviewer's suggestion should assist the editor and the editorial board in making editorial decisions and may also serve the author in improving the paper.

Promptness

- Any delay on the review completion should be notified to the editor in time.

Confidentiality

- Any manuscripts received for review must be treated as confidential documents.
- Personal criticism of the author is inappropriate.

Citation of sources

- Reviewers should identify cases in which relevant citation is not made.

Declaration and conflict of interest

- Exempt information or concepts received through peer review must be kept confidential and not used for personal use.
- Reviewers should not rate manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions associated with the papers.

Authors' duties

Reporting standards

- Authors of original research reports should present an authentic work accomplished.
- A paper should contain sufficient detail and references to permit others to replicate the work.
- False or knowingly incorrect statements constitute unethical behaviour and are unacceptable.

Authenticity, plagiarism and acknowledgement of sources

- Authors will submit only entirely original works, and will appropriately cite or quote the work and/or words of others.

Multiple, repetitive or concurrent publication

- Submitting the same paper to more than one journal constitutes unethical publishing behaviour and is unacceptable.
- Manuscripts, which have been, published as copyrighted material elsewhere cannot be submitted.
- Manuscripts under review by the journal should not be resubmitted to copyrighted publications.
- By submitting a manuscript, the author(s) retain the rights to the published material.
- In case of publication, they permit the use of their work under a CC-BY license, which allows others to copy, distribute and transmit the work as well as to adapt the work and to make commercial use of it.

Authorship of the paper

- Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study.
- All those who have made significant contributions should be listed as co-authors. The corresponding author ensures that all contributing co-authors and no uninvolved persons are included in the author list.
- The corresponding author will also verify that all co-authors have approved the final version of the paper and have agreed to its submission for publication.

Disclosure and conflicts of interest

- All authors should include a statement disclosing any financial or other substantive conflicts of interest that may be construed to influence the results or interpretation of their manuscript.
- All sources of financial support for the project should be disclosed.

Fundamental errors in published works

- When an author discovers a significant error or inaccuracy in his/her published work, it is the author's obligation to notify the journal editor or publisher promptly and to cooperate with the editor to retract or correct the paper in the form of an erratum.

References

- Committee on Publication Ethics (COPE). (2011, March 7). Code of Conduct and Best-Practice Guidelines for Journal Editors. Retrieved from http://publicationethics.org/files/Code_of_conduct_for_journal_editors_Mar11.pdf