Publication Ethics and Malpractice Statement


1. Duties of Editors:

Statement of Fair play and editorial independence
IJIDT Editors will evaluate manuscript on the idea of academic importance, originality, validity, clarity and relevance to the journal’s vision and scope without any bias regarding the author’s race, gender, sexual orientation, ethnic origin, citizenship or affiliation. The Editor-in-Chief has full authority over the entire editorial content of the journal and the timing of the publication of that content. International Journal of Information Dissemination and Technology (IJIDT) has an editorial board and other governing bodies with members who are recognized experts in the field. All Details including names and affiliations of the members, as well as, contact information for the editorial office are on the journal’s web site. The editorial staff of the IJIDT will inform the author about the selection or rejection of the manuscript in the mentioned period (See: Author Instructions).

Statement of Confidentiality
Editors, as well as, editorial members of the IJIDT will not disclose any relevant information about a manuscript to anyone apart from the corresponding author, reviewers and publishers before the publication. Editors shall also not disclose identity of the authors to reviewers as well as reviewer’s identity to authors.

Statement of Disclosure and conflicts of interest
Without the written consent or any written permission of the author, Editor and editorial members will not use unpublished information for their own research or any other purposes. Editors will escape themselves from the manuscript/s which indicates any conflict of interest. Editorial members will ask another member in such conditions.

Statement of Publication decisions
The editors of the IJIDT will ensure that all submitted manuscripts being considered for publication to undergo peer-review by at least two referees who are experts in the field. The Editor-in-Chief of IJIDT is responsible for deciding which of the manuscripts submitted to the journal will be published, based on the validation of the work in question, its importance to researchers and readers, the reviewers’ comments, and any such legal requirements as are currently in force regarding libel, copyright infringement and plagiarism. The Editor-in-Chief may confer with other editors or reviewers in making this decision. Decision taken by the Editor-in-Chief will be final in regard of publication of the manuscript.

Statement of Involvement and cooperation in investigations
IJIDT Editors will take responsive measures when ethical concerns are raised with regard to a submitted manuscript or a published paper. Unethical publishing behaviour will not be accepted in any kind of situation, even if it is discovered years after publication.

Plagiarism Ethics
IJIDT is using plagiarism Software with focus on stopping unethical behaviour in intellectual publications. Editorial Staff will go through the plagiarism check tool and take decision against the validity of the content. IJIDT will not accept those manuscripts which have similarity value higher than the prescribed limit.
2. **Reviewers Policy:**

IJIDT uses double-blind review process so that, in any circumstances, reviewer doesn’t know the identity of the author and author doesn’t know about the reviewer as well. The review should be unbiased and that remains the priority of the IJIDT.

*Help in Making Editorial Decisions*

The review process helps editors in creating editorial choices and, through editorial communications with authors, could assist authors in up their manuscripts. Review is an important element of formal intellectual communication and lies at the centre of scientific endeavour. Actions of the reviewer are very important for the IJIDT to check the validity and other quality aspects of the content.

*Promptness*

Time Lag is another quality measure for the regular publication of the IJIDT. So, It is instructed to all invited referees who feel unqualified to do the review of the research reported in a manuscript or knows that its prompt review will not be possible or not related to the specialization, should immediately notify the editors and decline the invitation to review so that alternative reviewers can be contacted.

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IJIDT uses a double-blind review process so that in any circumstances a reviewer doesn’t come to know the identity of the author and author doesn’t know about the reviewer. This applies also to invited reviewers who decline the review invitation. Any manuscripts received for review by the reviewers must be treated as confidential documents. They must not be shared or discussed with others unless otherwise authorized by the Editor IJIDT.

*Standards of objectivity*

Reviews should be conducted objectively and observations formulated clearly with supporting arguments so that authors can use them to improve the manuscript. Personal criticism of the authors is inappropriate and is discouraged by the IJIDT.

*Acknowledgement of sources*

Reviewers should identify relevant published work/s that has not been cited by the authors. Any statement that is an observation, derivation or argument that has been reported in previous publications should be accompanied by the relevant citation. A reviewer should also notify the editors of any substantial similarity or overlap between the manuscript under consideration and any other manuscript (published or unpublished) of which they have personal knowledge.

*Disclosure and conflicts of interest*

The reviewers should not have any conflict of interest with the author’s topic or matter of research. Any invited referee who has conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies or institutions connected to the manuscript and the work described therein should immediately notify the editors to declare their conflicts of interest and decline the invitation to review so that alternative reviewers can be contacted. Reviewers should not use unpublished material for their own purpose.

*Reviewer Report*

Reviewers can’t directly communicate with the author; He/She will inform the editorial board if any discrepancy found in the manuscript.

3. **Duties of Authors**

*Reporting standards*
Work should be original and contain sufficient detail and references to permit others to refer the work for quality research and guidance. The introduction should be clear and indicate the research rationale as well as the significance. The methodology should be based on sound research design and should be clear in the research work. All definitions or ideas taken from other sources should be properly cited and quoted. Fraudulent or inaccurate statements are considered unethical behaviour and are unacceptable.

**Data access and retention**
Authors can access data from the IJIDT website. In regard to a submitted manuscript he/she will need to contact the editors of the IJIDT. IJIDT also keeps backup of the publications in case of any technical failure. Authors can contact the Editor-in-Chief for any technical support.

**Originality and plagiarism**
Authors will submit their original works, and if they have used the work and/or words of others, that must be appropriately cited. Publications that have been influential in determining the nature of the work reported in the manuscript should also be cited. Plagiarism in all its forms constitutes unethical publishing behaviour and is unacceptable.

**Redundant Publication Policy of the IJIDT**
Papers describing essentially the same research should not be published in more than one journal or primary publication according to publication ethics. Hence, authors should not submit for consideration a manuscript that has already been published in any other journal or any kind of source. Submission of a manuscript concurrently should be unethical publishing behaviour and unacceptable. IJIDT will take strict responsive measure against such issues. References should be cited or quoted clearly and in an appropriate style. Copyright or any other intellectual law is required to be followed.

**Authorship of the manuscript**
Authors should disclose their significant contribution about the conception, design, execution, data acquisition etc. The corresponding author should ensure that all correct co-authors and no inappropriate co-authors are included in the authors listed. The change request will be accepted in regard to the spelling correction of the name/s. Affiliation detail should be clearly mentioned with the author details, as required.

**Disclosure and conflicts of interest**
Authors should disclose any conflicts of interest that might be construed to influence the results or their interpretation in the manuscript. Conflicts of interest that should be disclosed include financial payments, educational grants or other funding etc.

**Acknowledgement of sources**
Authors should ensure that they have properly acknowledged the work of others, and should also cite publications that have been influential in determining the nature of the reported work. Information obtained privately (from a conversation, correspondence or discussion with third parties) must not be used or reported without explicit, written permission from the source. Authors should not use information obtained in the course of providing confidential services, such as refereeing manuscripts or grant applications unless they have obtained the explicit written permission of the author(s) of the work involved in these services.

**Hazards and human or animal subjects**
Animal or Human Experimentation should be according to the standards established by various agencies/norms. IJIDT doesn’t support physical intolerance towards humans or animals in any experimental research.

**Peer review**
Authors are obliged to participate in the peer-review process and cooperate fully by responding promptly to editors’ requests for raw data, clarifications, and proof of ethics approval, consents and copyright permissions. In the case of a first decision of "revisions necessary", authors should respond to the reviewers’ comments systematically, point by point, and in a timely manner, revising and re-submitting their manuscript to the journal by the deadline given.

**Fundamental errors in published works**

When authors discover significant errors or inaccuracies in their own published work, it is their obligation to promptly notify the journal’s editors or publisher and cooperate with them to either correct the paper in the form of an erratum or to retract the paper.

4. **Duties of the Publisher**

   **Handling of unethical publishing behaviour**
   In cases of alleged or proven scientific misconduct, fraudulent publication or plagiarism, the publisher, in close collaboration with the editors, will take all appropriate measures to clarify the situation and to amend the article in question. This includes the prompt publication of an erratum, clarification or, in the most severe case, the retraction of the affected work. The publisher, together with the editors, shall take reasonable steps to identify and prevent the publication of papers where research misconduct has occurred, and under no circumstances encourage such misconduct or knowingly allow such misconduct to take place.

   **Access to journal content**
   The publisher is committed to the permanent availability and preservation of scholarly research and ensures accessibility by partnering with organizations and maintaining our own digital archive.

5. **Copyright and Access:**

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6. **Archiving:**

   The publisher is committed to the permanent availability and preservation of scholarly research and ensures accessibility by partnering with organizations and maintaining our own digital archive. IJIDT design two-place backup strategies in favour of journal preservation. The server takes 24-48 hrs to restore the content in cause of machine failure.

7. **Ownership and management**

   The responsibility of the contents and the opinions expressed in this journal are exclusively of the author(s) concerned. The publisher/editor of the journal is not responsible for errors in the contents or any consequences arising from the use of information contained in it. The opinions expressed in the research papers/articles in this journal do not necessarily represent the views of the publisher/editor.

8. **The web site**

   A comprehensive website of the IJIDT is available for the researchers and agencies which fulfil all requirements of ethical standards.

9. **Publishing schedule**

   The peer-review process would entail approximately 4-6 weeks.

   The Journal is published quarterly in the months of March, June, September and December.

   This Journal has been regularly publishing since January 2011.

10. **Name of the Journal**

    International Journal of Information Dissemination and Technology (IIJIDT)
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