

Základní informace k prohlášení o publikační etice

Databáze Scopus vyžaduje, aby na webu časopisu, který žádá o přijetí do databáze, byla podrobně zpracována pravidla a etika publikování, která musí obsahovat rozepsané povinnosti autorů, recenzentů, editorů/redakční rady.

K publikační etice na stránkách vydavatelství Elsevier (Scopus)

<http://www.elsevier.com/about/publishing-guidelines/publishing-ethics>

<http://www.elsevier.com/ethics/home>

Publishing Ethics Resource Kit (PERK) <http://www.elsevier.com/editors/perk>

– web pro podporu editorů časopisů při řešení otázek spojených s publikační etikou (níže na stránce jsou i vzory dopisů k řešení různých situací)

Web COPE: Committee on publication ethics <http://publicationethics.org>

- Code of Conduct - <http://publicationethics.org/resources/code-conduct>
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Výňatek z mailu zaslaného Elsevier/Scopus redakci časopisu Archaeologia historica – rady, jak zpracovat publikační etiku:

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The monitoring of publishing ethics is a major aspect of the editorial and peer-review process, and as such lies within the area of responsibility of the editor-in-chief, or scientific editor, of each title.

You can find an example of a recognized publication ethics and malpractice statement here:

<http://publicationethics.org/files/u2/New Code.pdf>

A Code of Conduct and guidelines can be found here:

<http://publicationethics.org/resources/guidelines>

As part of our commitment to the protection and enhancement of peer review, our publishing team offers editors assistance and guidance in these matters. A Publishing Ethics Resource Kit was developed in response to requests from editors for helpful tools to manage these challenging situations. It provides flowcharts to guide editors through processes required to deal with different forms of publishing ethics abuse, template letters to adapt and use for various situations, Q & A information and much more.

http://www.elsevier.com/wps/find/editorshome.editors/PERK_position.

For more detailed information on the selection process and criteria, please see

<http://www.info.sciverse.com/scopus/scopus-in-detail/content-selection>.

A publication ethics and malpractice statement has to contain the subjects below. Please see the examples of subtopics that can be mentioned under the four main headings.

1. Publication and authorship:

- list of references, financial support;
- no plagiarism, no fraudulent data;
- forbidden to publish same research in more than one journal.

2. Author's responsibilities:

- authors obliged to participate in peer review process;
- all authors have significantly contributed to the research;
- statement that all data in article are real and authentic;
- all authors are obliged to provide retractions or corrections of mistakes.

- *3. Peer review / responsibility for the reviewers:*

- Judgments should be objective;
- reviewers should have no conflict of interest with respect to the research, the authors and/or the research funders;
- reviewers should point out relevant published work which is not yet cited;
- reviewed articles should be treated confidentially.

4. Editorial responsibilities:

- e.g. editors have complete responsibility and authority to reject/accept an article;
- editors should have no conflict of interest with respect to articles they reject/accept;
- only accept a paper when reasonably certain;
- when errors are found, promote publication of correction or retraction;
- preserve anonymity of reviewers.

5. Publishing ethics issues

- Monitoring/safeguarding publishing ethics by editorial board;
- Guidelines for retracting articles;
- Maintain the integrity of the academic record;
- Preclude business needs from compromising intellectual and ethical standards;
- Always be willing to publish corrections, clarifications, retractions and apologies when needed.
- no plagiarism, no fraudulent data.

You may also find this webinar useful:

<http://mediazone.brighttalk.com/event/ReedElsevier/0ef41260a5-6663-intro>

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Příklady zpracování publikační etiky u časopisů FF viz např. weby časopisů *Studia paedagogica*, *Archaeologia historica*, *Graeco-Latina Brunensia*, *Études romanes de Brno* ...