International Design Journal Publication Ethics

Publication Ethics for Journal Editors

The editor should:

- Maintain the transparency, and always be willing to publish retractions, rectifications, and erratum when required.
- Never disclose any information on submitted manuscripts before publication.
- Be accountable for everything released within the journal by having measures to assess the quality of the work they accept for the journal
- Be ready to publish corrections and annotations if necessary.
- Be fair when carrying out their duties, without bias on grounds of race, gender, sexual orientation, or religious or personal beliefs of the author(s).
- Offer guidance to authors and reviewers on all that they believe is a part of their obligations.
- Give decisions on which papers to publish based upon quality and appropriateness for the journal without allowing other bodies in the journal to interfere in their work.
- Handle submissions in a timely style and treat all manuscripts as not to be disclosed, to others for purposes of peer-review only.
- Use a framework that guarantees that peer reviewers' identities are protected.
- Have a strategy set up to make sure that commercial considerations do not affect editorial decisions,
- Handle submissions for funded issues in the same way as for standard issues so that articles are accepted completely on their scholastic legitimacy and without business impact.
- Be aware of the required response in case of suspected misconduct, plagiarism or doubtful or disputed authorship.
- Stick to the journal guidelines on everything that is expected of them and are continuously updated on new policies and developments.
- Be aware of their conflicts of interest as well as those of other journal members of staff, authors, reviewers, and editorial board members.

Publication Ethics for Journal Authors

Authors should:

- Declare that all work in their submitted material is original, and cite content from other sources appropriately to avoid plagiarism.
- make sure their contribution does not contain any hostile issue or infringe any copyright or other licensed innovation rights.
- Precisely reflect who did the investigations, composed the article, and the order of authorship in the listing of authors and it has been jointly determined by all of the co-authors

- Be aware of the submission of their paper to the journal and agree to the main author signing any consent or form on their behalf.
- Make sure that their manuscript as submitted is not submitted, under consideration or accepted for publication elsewhere.
- acknowledge and cite any sections of the manuscript that overlap with published or submitted content.
- Obtain permission to reproduce any content from third-party sources (text and images).
- Declare the source of funding for a research project on all funded research papers. Other sources of support (including funding for open access article processing charges) should also be identified in the manuscript, typically in an acknowledgment.
- Declare any potential conflicts of interest relating to a specific article and evaluate manuscripts objectively based on their academic merit free of any commercial or self-interests.
- Instantly inform the editor or publisher if there is a significant error in their published piece, and work with the editor to publish an erratum, addendum or withdrawal where necessary.
- Be aware that they have the right to appeal to editorial decisions.
- investigate promptly in detail with suitable authority any kind of misconduct in research, and resolve with diligence any suspicious act of misconduct is observed in the peer review.

Publication Ethics for Journal Article Reviewers

Reviewers should:

- Assist in improving the quality of a submitted article by reviewing the manuscript with care, consideration, and objectivity, on time.
- Inform the journal editor of any published or submitted content that is similar to the material under review or any suspected plagiarism.
- Declare any potential conflicts of interest relating to a specific article or author. Respect the confidentiality of any information or material supplied during the review process.
- Provide a detailed, constructive, and unbiased evaluation promptly on the scientific content of the work.
- Indicate whether the writing is relevant, concise & clear and evaluating the originality and scientific accuracy.
- Maintain the confidentiality of the complete review process.
- Notify the journal editor about any financial or personal conflict of interest and declining to review the manuscript when a possibility of such a conflict exists.
- Notify the journal editor of any ethical concerns in their evaluation of submitted manuscripts; such as any violation of ethical treatment of animal or human subjects or any considerable similarity between the previously published article and any reviewed manuscript.