



CODE OF CONDUCT FOR AUTHORS

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Code of conduct for authors is designed to provide a set of minimum standards which should be followed by the editors of scientific publications and journals.

1. Reporting standards

Authors reporting on original research are required to present their work in the correct manner in accordance with the patterns of scientific and academic communication and in the context of previous research and offer an objective discussion of its significance and importance. The authors are also required to describe the methods and present the results in a clear and unambiguous manner. The paper should contain sufficient detail and references to permit the others to check the work. Fraudulent or intentionally presented false claims represent unethical behaviour and are unacceptable. Overviews and professional articles must also be precise and objective and the works that include the views of the editorial board should be clearly indicated.

2. Access to information and storage of material

Authors may be asked to provide basic information related to the work for the purpose of editorial reviews and they should be willing to allow public access to such information, if possible, and keep such information for a reasonable time after its publication.

3. Originality and plagiarism

Authors should try to write a completely original work, and if they have used the work and/or words of others, they must precisely cite or quote them. Plagiarism in all its forms is considered unethical publishing behaviour which is not acceptable. Plagiarism can appear in many forms, from "imposing" other people's work as the author's own, copying or paraphrasing relevant parts of the works of others (without citing the original author) to contributing the results of other people's research to themselves. Authors are obliged to obtain permission from the copyright holders to publish illustrations, photographs, tables and other materials protected by copyright laws. Copyright-protected material may be reproduced only with proper permission and acknowledgement.

4. Multiple or simultaneous publication

Authors should not submit manuscripts that describe the same research in more than one journal or primary publication at the same time. Authors should not submit a previously published paper to another journal. Simultaneous submission of the same manuscript to more than one journal is considered unethical behaviour in publishing and is not acceptable. Publishing of certain types of articles (e.g. translations) in more than one journal is sometimes justified, assuming fulfilment of certain conditions. The authors and editors of the journal concerned must give consent for secondary publication, which may be based on the same data and interpretation of the primary document. The primary reference must be cited in the secondary issue.



5. Referencing

It is always necessary to properly cite the work of others. Authors should cite sources that have strongly influenced the content of research and manuscript. Information obtained privately, for example, in a conversation, correspondence or discussion with third parties may not be used or transferred without the express, written permission of the source. The information obtained during the performance of confidential services, such as the peer review of project applications for funding may not be used without the express written permission of the author of the work that has been the subject of such services.

6. Authorship

Authorship should be limited to those who have significantly contributed to the conception, design, execution and interpretation of research. All persons who have made valuable contributions should be listed as co-authors. If there are other persons who participated in some important aspects of the research project, they should be either mentioned or their contribution indicated. The author that submits the work should ensure that all the co-authors are undersigned and that those who have not really participated in the preparation of the work are not undersigned, and that all co-authors have seen and approved the final version of the work and that they agree on its submitting for publication.

7. Communication with editors and reviewers

Authors are expected to respond professionally and timely to editorial and reviewer comments. If an author decides to withdraw the manuscript that was already submitted to the review process or is not ready to accept the reviewers' suggestions, he or she should immediately notify the editor.

8. Disclosure of data and conflict of interest

The authors should in their work disclose any financial or other significant conflict of interest that could influence the results or interpretation of their work. The manuscripts must clearly state all the organizations who have given support to the research and all sources of funding and their possible role in conducting research and processing and publication of its results. If the funding source is not clearly stated, it is considered that the financial costs of research and preparation of the work are covered by the author himself or herself. Examples of possible conflicts of interest that should be disclosed include employment, consultancy, stock ownership, honoraria, paid expert testimony, application and registration of patents and grants or other funding sources. Potential conflicts of interest should be published at the earliest possible stage.

9. Basic errors in articles

When an author discovers a significant error or inaccuracy in his published work, his or her commitment is to notify the editor or publisher without delay and cooperate with the editor to cancel or correct the work. If an editor finds from a third party that a published article contains a significant error, the author's obligation is to withdraw or correct the work without delay or provide evidence to the editor about the validity of the original work.