

## Ethics Policy

The journal **Spectrum: Science and Technology** follows ethical practices at each stage of the publication of the journal and, therefore, specifies the roles for each participant in the publication process which satisfies the standard publication ethics and norms.

**Role of Editors:** The role of the Chief Editor and Associate Editors is to evaluate the submitted manuscripts to the journal w. r. t.:

- (a) Fulfilment of minimum quality and standard of the manuscript,
- (b) Fulfilment of the editorial policies and guidelines the journal, and
- (c) Originality of the work.

The Editors are expected to evaluate the merit of the manuscripts on research and intellectual contents and competence without looking at the caste, creed, language, religion, gender, and country of origin of the author(s).

Under no circumstances, the Chief Editor or the Associate Editors will divulge the details of the submitted manuscript to anyone other than the corresponding author and the reviewers / potential reviewers. Once the feedback and comments of the reviewers are received, the same may be put at the disposal of the editorial board for the final decision on the article. The editors will ensure that communication to the author(s) and reviewers are done promptly without any unnecessary delay.

**Role of Reviewers:** A proper and standard peer review process determines the quality of a journal and it also helps the author(s) to raise the quality of the article. Reviewers are expected to review the manuscript with promptness, preferably within a month and with due diligence. Unnecessary delays in reviews should be avoided. Reviewers are also not supposed to divulge the details of the manuscript to any third party without the permission of the Chief Editor. In the event of a potential reviewer deems unqualified to review the manuscript, he/she should bring it to the notice of the Chief Editor immediately and also decline to review the manuscript. Reviewers are expected -

- to highlight the relevant publications not cited in the manuscript and also point out any similarities with previously published works.
- to highlight any discrepancies with regard to the citations in the text of the article is not matched by the information furnished in the references and vice-versa.
- to point out to plagiarism or copyright violation or fraudulent publication, if any, if it comes to the notice of the reviewers.
- to opine on the suitability of the methodology of the study for the article and discrepancies in the methodology, if any.
- to point out to the authors the areas of the article, particularly in the analyses and discussion segment, which need revision and also additional information required, if any.

**Role of Authors:** Authors are expected to submit only original research work / article for publication in the journal. The article submitted should not have been previously published or presently should not be under consideration for publication elsewhere. The article should be an accurate and un-tampered presentation of the original work or an analysis and discussion of previous works done in a scientific manner. The article should also furnish sufficient information with regard to the methodology so as to allow others to replicate the work. Appropriate and relevant citation of the works done in the concerned field should be done and also the sources of the information should be properly furnished as per the journal guidelines. Authors are also supposed to disclose any financial or other conflicts of interest that may arise in the publication of the article. All sources of financial support received for the present work should be disclosed. Furthermore, only those persons who make significant

contribution in the article in terms of conception, research design, experimental implementation, and data analysis and interpretation should only be included as co-authors. Lastly if an author detects a significant error in the article during the publication period or in the published work, the author is expected to intimate the Chief Editor of the same in order to either correct or retract the paper.

**Role of the Editorial Board and the Publisher:** The journal should check for plagiarism of the submitted manuscript by using open source software. Furthermore, the journal should encourage submission of complaint regarding plagiarism and copyright violation to the Chief Editor of the journal. In the event of proven plagiarism or copyright violation or fraudulent publication, the Editorial Board should initiate appropriate action to clarify the same from the author(s). If need arises, the journal should publish an erratum in the future issue and, if deemed fit, the Editorial Board should ban the author(s) from future publication in the journal.