

## **PUBLICATION ETHICS AND PLAGIARISM**

International Scientific and Technical Conference "Automation of Discrete Production Engineering" (ISTC "ADPE") is committed to the standards of publishing integrity and academic honesty. Editors, reviewers and authors are encouraged to refer to The Committee on Publishing Ethics (COPE) or IEEE Ethical Requirements and to follow their guidelines.

### **Main duties of authors**

1. Authors must submit papers for publication with original and current scientific, applied scientific or applied research.
2. The papers must contain sufficient information, details and references that allow all interested parties to use and quote them accurately. Fraudulent or knowingly inaccurate statements are unacceptable and constitute unethical behavior.
3. Authors, if necessary, must be able to provide primary data and formulations of their research for editorial review or provide public access to them.
4. It is unacceptable to present the results of the same study in other reports, and also to submit the same manuscript in other symposiums, conferences and scientific events. The repeated publication of the same paper constitutes unethical behavior.
5. Authors should cite in their papers fully and fairly all sources (books, publications, patents, etc.) used in any way during the research process and the obtaining of results. Omission of reference to the sources constitutes unethical publishing behavior and is unacceptable.
6. Authorship of the papers is to be recognized only to those researchers who have made significant contributions to the concept, implementation, obtaining and processing of the results of the research published. All those who have contributed to different phases of the research should be listed as co-authors. It is unacceptable to present results of joint research as individual works. Failure to respect the authorship of the report constitutes unethical publishing behavior and is unacceptable.
7. If the research involves the use of human or animal subjects, the author must ensure compliance with the relevant legal and institutional requirements for safety. The privacy rights of the people must always be observed. Exposure to hazards of human and/or animal subjects in the research conducted constitutes unethical behavior and is unacceptable.
8. When an author discovers a significant error or inaccuracy in his submitted paper, it is the author's obligation to promptly notify the International Programme Committee and with his cooperation to retract or correct the paper. Uncorrected mistakes in the papers constitute unethical behavior.
9. In their papers all authors should disclose any financial or other substantive conflict of interest that could be construed to influence the conducted research and results. All sources of financial and/or institutional support for this research should be disclosed. The presence and non-disclosure of a conflict of interest constitutes unethical publishing behavior and is unacceptable.

### **Main duties of reviewer**

1. The reviewers of the submitted papers have to be determined by the International Programme Committee, according to the thematic topics of the papers, and the competence and qualifications of each reviewer.
2. Any selected reviewer who feels incompetent or not qualified to review the research submitted in the paper or cannot quickly evaluate it must notify the International Programme Committee. The time limit for review must be respected by all reviewers.
3. Any manuscripts provided to the reviewers for review must be treated as confidential documents. They must not be shown to, presented to and discussed with other parties except the ones authorized by the International Programme Committee.

4. Reviewers must be objective and give an impartial assessment of the reviewed papers. Personal, unobjective and biased criticism of the author(s) is considered inappropriate and unethical.
5. The reviewers must observe if any reference to the sources of information or an argument in the peer reviewed paper is accompanied by appropriate citation. They must inform the author(s) of any similarities or overlaps between the manuscript under consideration and other publications of which they have personal knowledge.
6. Unpublished materials contained in the paper submitted for review should not be used by the reviewer as or for the purposes of their own research without expressed written consent of the author.
7. Confidential information or ideas obtained in the process of peer review must be kept confidential and not used for personal purposes and benefit.
8. Reviewers must not review papers that have conflicts of interests related to competitive and other relationships with any of the authors or institutions related to the research reported in the reviewed papers.

### **Main duties of the International Programme Committee**

1. The publication of the report in the "AUTOMATION OF DISCRETE PRODUCTION ENGINEERING" magazine ISSN 2682-958, takes place after the following mandatory activities and established facts - determining of the reviewer, a peer manuscript review, a positive assessment based on the relevant criteria, discussion and a collective decision of the International Programme Committee. The aim is to meet the requirements for ethical behavior expected of all parties involved in the publication – the author, the reviewer, the editor and the society.
2. The papers are evaluated based on their intellectual content regardless to race, gender, sexual orientation, religious beliefs, ethnicity, nationality, citizenship or political beliefs of the authors.
3. The evaluation of the peer reviewed paper should be objective and substantiated. In case of biased and unsubstantiated assessment, the International Programme Committee may assign another reviewer to re-review the submitted paper.
4. Each member of the International Programme Committee must observe professional secrecy and must not disclose any information about any specific submitted paper to none but the corresponding author, the potential reviewers and the publisher, if necessary.
5. The materials provided in the submitted papers should not be used by members of the International Programme Committee in their own research without the expressed written consent of the authors.
6. Confidential information or ideas obtained in the process of discussion and decision-making whether to allow the publication should be kept confidential and not used for personal benefit.
7. If there are complaints of ethical nature (especially plagiarism) related to a submitted manuscript or a published paper, the International Programme Committee, together with the publisher must take appropriate measures.
8. Any act of unethical behavior (especially plagiarism) related to the publishing should be considered, even if it is established years after the publication of the paper.

### **Plagiarism**

Authors should publish in their papers original research and results obtained personally by them. If results and/or phrases of other authors are used, they should be cited in the papers correctly and in sufficient detail. Misappropriation of someone else's scientific achievements, the infringement of someone else's copyright, copying, rephrasing of parts from another publication, the announcement of results and ideas from someone else's studies as someone's own are considered plagiarism and are not allowed. Plagiarism in all its forms constitutes unethical publishing behavior and is unacceptable.

The appropriate software will be used for plagiarism check. The check is considered passed when:

- the overall amount of duplication from previously published content should be less than 30% (including references) and up to 8% from single source;

- there are no more than 8 consecutive words (in a non-specific phrase) matching any already published text.

If the submitted paper does not meet the above criteria, the authors will receive the result of the review and will be able to make changes.

Articles, containing any form of plagiarism will be rejected without reviews. Authors are strongly advised to make sure that their submissions do not substantially overlap work, which has been published elsewhere or simultaneously submitted to a journal or another conference with proceedings.

All verbatim citations must be enclosed in quotation marks and their source has to be explicitly indicated. This way, citations of up to two sentences are permitted.

When the total similarity index exceeds 15% without indications of serious ethical standard violation, the article is returned to the author for corrections, along with the plagiarism check report.

When serious ethical standard violation is suspected, namely:

- an attempt by the authors of submitting somebody else's work as their own;
- an attempt by the authors of submitting their own previous published study as a new one, the paper is rejected.