

Ethical Responsibilities of Authors

Systemist® is committed to upholding the integrity of the published record. As a member of the Committee on Publication Ethics (COPE) the editors will follow the COPE guidelines on how to deal with potential acts of misconduct. Authors should refrain from misrepresenting research results which could damage the trust in the journal. It is important to note: the editors of Systemist® may use software to screen for plagiarism. Authors should give due consideration to the Journal's policy on Ethical Research. The following guidelines provide the basis of maintaining integrity of the work and its presentation. These include, but are not restricted to:

- The manuscript should not be submitted to more than one journal for simultaneous consideration
- The submitted work should be original and should not have been published elsewhere in any form or language (partially or in full) unless the new work concerns an expansion of previous work. (Please provide transparency on the re-use of material to avoid the concerns about text-recycling ('self-plagiarism').
- A single study should not be split up into several parts to increase the quantity of submissions and submitted to various journals or to one journal over time (i.e. 'salami-slicing/publishing'), unless the individual topics are discrete, e.g. one paper based on the research findings and another containing reflections specifically about a methodology used in the study.
- Results should be presented clearly, honestly, and without fabrication, falsification or inappropriate data manipulation (including image-based manipulation). Authors should adhere to discipline-specific rules for acquiring, selecting and processing data.
- No data, text, or theories by others may be presented as if they were the author's own (plagiarism). Proper acknowledgements to other works must be given, including material that is closely copied summarized and/or paraphrased. Quotation marks or italics can be used to indicate words taken from another source. Permissions should be secured for material that is copyrighted.
- Authors should make sure they have permissions for the use of any software, questionnaires/(web) surveys and scales used in their studies (if appropriate).
- Research articles and non-research articles (e.g. opinion, review, and commentary articles) must cite appropriate and relevant literature in support of the claims made. Excessive and inappropriate self-citation or coordinated efforts among several authors to collectively self-cite is strongly discouraged.
- Authors should avoid untrue statements about an entity (who can be an individual person or a company) or descriptions of their behaviour or actions that could potentially be seen as personal attacks or allegations about that person. This is not intended to exclude fair comment on matters of public interest.
- Authors are strongly advised to ensure the author group, the corresponding Author, and the order of authors are all correct at submission. Adding and/or deleting authors during the revision stages is generally not permitted; authorship cannot be made after acceptance of a manuscript.

NB. All of the above are guidelines and authors need to make sure to respect third parties' rights such as copyright and/or moral rights. Upon request authors should be prepared to send relevant documentation or data in order to verify the validity of the results presented. This could be in the form of raw data, samples, records, etc. Sensitive information in the form of confidential or proprietary data is excluded. Any suspicion of misbehaviour or alleged fraud the editors will carry out an investigation following COPE guidelines. If, after investigation, there are valid concerns, the author(s) concerned will be contacted under their given e-mail address and given an opportunity to address the issue.