

International Journal of Steel Structures

Ethical Standards for Publications of IJOSS

Preface

The International Journal of Steel Structures (IJOSS) serves the steel structural engineering community and society at large in several ways, including the publication of technical journals that present the results of current engineering and scientific research and practice. Fundamental to that service is the responsibility of editors, authors, and reviewers to maintain high ethical standards relating to the submittal, review, and publication of manuscripts. These ethical standards derive from the IJOSS's definition of the scope of the journal and from the community's perception of standards of quality for engineering and scientific work, and its presentation. The ethical standards that follow reflect a conviction that the observance of high ethical standards is so vital to the entire engineering and scientific enterprise that a definition of those standards should be brought to the attention of all concerned.

Ethical Standards Obligations of Editors

1. The primary responsibility of an IJOSS editor is to ensure an efficient and fair review process of manuscripts submitted for publication, and to establish and maintain high standards of technical and professional quality. Criteria of quality are originality of approach, concept and/or application; profundity; and relevance to the steel structural engineering profession.
2. An editor shall give unbiased consideration to all manuscripts offered for publication and shall judge each on its merits without regard to any personal relationship or familiarity with the author(s), or to the race, gender, sexual orientation, religious belief, ethnic origin, citizenship, professional association, or political philosophy of the author(s).
3. The editor and editorial staff shall disclose no information about a manuscript under consideration to anyone other than those from whom professional advice regarding the publication of the manuscript is sought.

The names of reviewers shall not be released by the editors or editorial staff.

4. An editor who authors or co-authors of a manuscript submitted for consideration to the journal with which that editor is affiliated, shall not review that work. If after publication, the editor-author's work merits ongoing scientific debate within the journal, the editor-author shall accept no editorial responsibility in connection therewith.
5. An editor shall avoid conflicts of interest and/or the appearance thereof. An editor shall not send a manuscript to reviewers who are known to have personal bias in favor of or against the author(s) or the subject matter of that manuscript.
6. Unpublished information, arguments, or interpretations contained in a submitted manuscript are confidential and shall not be used in the research of an editor or associate editor, or otherwise disseminated except with the consent of the author (s) and with appropriate attribution.
7. If an editor is presented with convincing evidence that the substance, conclusions, references or other material included in a manuscript published in IJOSS are erroneous, the editor, after notifying the author(s) and allowing them to respond in writing, shall facilitate immediate publication of an erratum. If possible, an editor shall also facilitate publication of appropriate comments and/or papers identifying those errors.
8. If an editor is presented with convincing evidence that a manuscript or published paper contains plagiarized material or falsified research data, the editor shall forward such evidence to the Manager for investigation by the IJOSS Professional Conduct Committee.
2. A submitted manuscript shall contain detail and reference to public sources of information sufficient to permit the author's peers to repeat the work or otherwise verify its accuracy.
3. An author shall cite and give appropriate attribution to those publications influential in determining the nature of the reported work sufficient to guide the reader quickly to earlier work essential to an understanding of the present work. Information obtained by an author privately, from conversation, correspondence, or discussion with third parties shall not be used or reported in the author's work without explicit permission from the persons from whom the information was obtained. Information obtained in the course of confidential services, such as refereeing manuscripts or grant applications, shall be treated in the same confidential manner.
4. The submitted manuscript shall not contain plagiarized material or falsified research data. IJOSS defines plagiarism as the use of the ideas or words of another person without giving appropriate credit to that source. The Society views any similar misappropriation of intellectual property, which may include data or interpretation, as plagiarism.
5. Fragmentation of research papers shall be avoided. An engineer or scientist who has done extensive work on a system or group of related systems shall organize publication so that each paper gives a complete account of a particular aspect of the general study.
6. It is inappropriate for an author to submit for review more than one paper describing essentially the same research or project to more than one journal of primary publication.
7. Scholarly criticism of a published paper may sometimes be justified; however, personal criticism is never appropriate.
8. To protect the integrity of authorship, only persons who have significantly contributed to the research or project and manuscript preparation shall be listed as co-authors. The corresponding

Obligations of Authors

1. An author's central obligation is to present a concise account of the research, work, or project completed, together with an objective discussion of its significance.

author attests to the fact that any others named as co-authors have seen the final version of the manuscript and have agreed to its submission for publication. Deceased persons who meet the criterion for co-authorship shall be included, with a footnote reporting date of death. No fictitious name shall be given as an author or co-author. An author who submits a manuscript for publication accepts responsibility for having properly included all, and only, qualified co-authors.

9. It is inappropriate to submit manuscripts with an obvious commercial intent.
10. It is inappropriate for an author either to write or co-author a discussion of his or her own manuscript, except in the case of a rebuttal or closure to criticism or discussion offered by others.

Obligations of Reviewers

1. Because qualified manuscript review is essential to the publication process, all engineers and scientists have an obligation to do their fair share of reviews.
2. If a reviewer feels inadequately qualified or lacks the time to fairly judge the work reported, the reviewer should immediately notify the editor and promptly return the manuscript.

3. A reviewer shall objectively judge the quality of a manuscript on its own merit and shall respect the intellectual independence of the author(s). Personal criticism is never appropriate.
4. A reviewer shall avoid conflicts of interest and/or the appearance thereof. If a manuscript submitted for review presents a potential conflict of interest or the reviewer has a personal bias, the reviewer shall return the manuscript promptly without review and so advise the editor.
5. Unpublished information, arguments, or interpretations contained in a submitted manuscript are confidential and shall not be used in the research of a reviewer or otherwise disseminated except with the consent of the author and with appropriate attribution.
6. If a reviewer receives for review a manuscript authored or co-authored by a person with whom the reviewer has a personal or professional relationship, the existence of this relationship shall be promptly brought the attention of the editor.
7. A reviewer shall treat a manuscript received for review as a confidential document and shall neither disclose nor discuss it with others except, as necessary, with persons from whom specific advice may be sought; in that event, the identities of those consulted shall be disclosed to the editor.

8. Reviewers shall explain and support judgments adequately so that the editor and author(s) may understand the bases for their comments. Any statement that an observation, derivation, or argument has been previously reported shall be accompanied by the relevant citation.
9. A reviewer shall call to the editor's attention any substantial similarity between the manuscript under consideration and any published manuscript or any manuscript submitted concurrently to another journal.
10. A reviewer shall not use or disclose unpublished information, arguments, or interpretations contained in a manuscript under consideration, except with the consent of the author(s) and with appropriate attribution.
11. If a reviewer has convincing evidence that a manuscript contains plagiarized material or falsified research data, the reviewer shall notify the editor and send the evidence to the Manager for investigation by the IJOSS Professional Conduct Committee.

Acknowledgments

These standards are based on those developed by the American Society of Civil Engineers and are used with their permission.