

# **AJTM Editorial policies (2022)**

(Updated on August 07, 2022)

## **Publication Ethics**

It is mandatory to follow the ethical standards to publish the high-quality scientific work that is best for the public trust for getting findings and authors receive credit for their original work and ideas.

## **Article assessment**

AJTM follows the peer review process to achieve the best practices and scientific publications. After submission of the article i.e. Original article, Review article, case study, or letter to the Editor will be scrutinized by the editor according to journal criteria and sent to peer reviewers accordingly without mentioning the name of the authors. AJTM is also focusing on best practices in the field of research integrity and our team will also get advice from time to time based on reviews from the experts.

## **Plagiarism**

Before article processing, AJTM checks the similarity and the acceptance range must be less than 19% for onward processing. If more than 19% of than research paper is sent back to authors for rephrasing or justification required for more similarity index. If proper justification from authors are not received then sanction may also incur and the paper will be rejected.

Hawaii Gangze Inc (Publisher) uses Crossref Similarity Check (iThenticate) and Turnitin to detect submissions that overlap with published and submitted manuscripts.

Duplicate submission and redundant publication

Those articles which will make public by any institution or from the thesis may also consider. Hawaii Gangze Inc (Publisher) journals consider only original content, i.e. articles that have not been previously published.

The papers, which are submitted for possible publication in AJTM, will not be submitted in any other journal till the decision of paper elsewhere willing to submit in any other journal before official declaration for the withdrawal from AJTM. If found dual submission in other journals then AJTM may incur sanction on the author for future correspondence.

If authors have used their own previously published work, or work that is currently under review, as the basis for a submitted manuscript, they must cite the previous articles and indicate how their submitted manuscript differs from their previous work.

Hawaii Gangze Inc (Publisher) journals will consider extended versions of articles published at conferences provided this is declared in the cover letter, the previous version is clearly cited and discussed, there is significant new content, and any necessary permissions are obtained.

## **Citation manipulation**

Authors are advised to not include the references of those whose primary intention is to increase the number of citations. If found than the sanction may also incur. Editors and reviewers must not ask authors to include references merely to increase citations to their own or an associate's work, to the journal, or to another journal they are associated with.

## **Fabrication and falsification**

If any stage, it was found that the submitted paper or published paper found fabricated or falsified including figures may impose a sanction and remove the paper from the journal website and may incur a sanction.

### **Authorship and acknowledgments**

All listed authors must have made a significant scientific contribution to the research in the manuscript, approved its claims, and agreed to be an author. It is important to list everyone who made a significant scientific contribution. Author contributions may be described at the end of the submission, optionally using roles defined by Credit. Changes in authorship must be declared to the journal and agreed to by all authors.

Anyone who contributed to the research or manuscript preparation, but is not an author, should be acknowledged with their permission.

Submissions by anyone other than one of the authors will not be considered.

### **Conflicts of interest**

Conflicts of interest (COIs, also known as 'competing interests') occur when issues outside research could be reasonably perceived to affect the neutrality or objectivity of the work or its assessment. It always is advised to the authors about the declaration of interest in the paper. This can happen at any stage in the research cycle, including during the experimentation phase, while a manuscript is being written, or during the process of turning a manuscript into a published article. Undeclared interests may incur sanctions. Submissions with undeclared conflicts that are later revealed may be rejected. Published articles may need to be re-assessed, have a corrigendum published, or in serious cases be retracted.

Conflicts include the following:

Financial, Affiliation, Intellectual property, Personal, Ideology, Academic

Authors must declare all potential interests in a 'Conflicts of interest' section, which should explain why the interest may be a conflict. If there are none, the authors should state "The author(s) declare(s) that there are no conflicts of interest regarding the publication of this paper." Submitting authors are responsible for coauthors declaring their interests.

Authors must declare current or recent funding (including article processing charges) and other payments, goods or services that might influence the work. All funding, whether a conflict or not, must be declared in the 'Funding Statement'.

The involvement of anyone other than the authors who 1) has an interest in the outcome of the work; 2) is affiliated to an organization with such an interest; or 3) was employed or paid by a funder, in the commissioning, conception, planning, design, conduct, or analysis of the work, the preparation or editing of the manuscript or the decision to publish must be declared. Declared conflicts of interest will be considered by the editor and reviewers and included in the published article. Reviewers must declare any remaining interests in the 'Confidential' section of the review form, which will be considered by the editor. Editors and reviewers must declare if they have previously discussed the manuscript with the authors.

### **Sanctions**

If Hawaii Gangze Inc (Publisher) becomes aware of breaches of our publication ethics policies, whether or not the breach occurred in a journal published by Hawaii Gangze Inc (Publisher) the following sanctions may be applied across the Hawaii Gangze Inc (Publisher) journals:

Rejection of the manuscript and any other manuscripts submitted by the author(s).

Not allowing submission for 1–4 years based on the board's decision.

A prohibition from acting as an editor or reviewer.

Hawaii Gangze Inc (Publisher) may apply additional sanctions for severe ethical violations.

### **Investigations**

Suspected breaches of our publication ethics policies, either before or after publication, as well as concerns about research ethics, should be reported to our Research Integrity team, overseen by the Head of Research Integrity.

The publisher may ask the authors to provide the underlying data and images, consult editors, and contact institutions or employers to ask for an investigation or to raise concerns.

### **Corrections and retractions**

If any error was found at any stage after the publication of the paper then the author may be advised to write to the journal editor about corrections and retraction and a corrigendum may also be issued for possible changes in the published work. After the consultation of the editorial board. Errors by the authors may be corrected by a corrigendum and errors by the publisher by an erratum.

If there are errors that significantly affect the conclusions or there is evidence of misconduct, this may require retraction or an expression of concern following the **COPE** Retraction Guidelines (<https://publicationethics.org/retraction-guidelines>). or (<http://www.shgangze.com/page/html/?139.html>).

All authors will be asked to agree to the content of the notice