

Academic Journal of Modern Philology:

AJMP: Publication Ethics and Malpractice Statement

1. EDITORIAL BOARD

The Editorial Board of *Academic Journal of Modern Philology* comprises recognised experts, academics and scholars:

- Editor-in-Chief:** Piotr P. Chruszczewski (University of Wrocław, and Committee for Philology, Polish Academy of Sciences, Wrocław Branch, Poland)
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- Assistant Editor:** Monika Piechota (University of Wrocław)
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CONTACT to the editorial office: kmsi@uwr.edu.pl

CONTACT to Publishers:

- **College for Interdisciplinary Studies, University of Wrocław**
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- **Committee for Philology of the Polish Academy of Sciences, Wrocław Branch** Komisja Nauk Filologicznych Polskiej Akademii Nauk, Oddział we Wrocławiu ul. Podwale 75, 50-449 Wrocław, Poland; www.wroclaw.pan.pl
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2. AUTHORS & AUTHORS RESPONSIBILITIES

- *Academic Journal of Modern Philology* is an open access journal,
- no fees or charges are required for manuscript submission, processing or publishing,
- the authorship of research should accurately reflect individuals' contributions to the work and its reporting,
- Authors ensure, in a written declaration, that submitted work is original and has not been published elsewhere in any language,
- Authors are obliged to secure in a written form any third-party copyright permissions for quotations, reprinting images, diagrams and/or tables from any work in copyright used in their paper,
- Authors are obliged to revise their papers according to the stylesheet provided at: <https://ajmp.uni.wroc.pl/publishing-procedure/> and include the full list of references,
- Authors are expected to provide retractions or corrections of mistakes according to the recommendations of the Reviewers. If they have a different interpretation or perspective, they should provide satisfactory arguments justifying their view in writing. Editorial Board reserves the right to accept or deny publication,
- corrected papers ought to be returned within the deadline set by the Editors and in consultation with the Author,
- Authors are expected to have their submitted manuscripts carefully checked by a native speaker of the language the paper was written in; the name of the proof-readers shall be stated in the footer in the print,
- submitted research should be sound and carefully executed,
- authors should cooperate with the Editor or Publisher to correct their work promptly if errors or omissions are discovered after publication,

3. PEER-REVIEW PROCESS

Peer review is critical to maintaining the standards of our publications. *Academic Journal of Modern Philology* implements ethical standards observed by the academic community worldwide, in particular by:

a) blind peer reviews

- all submitted papers undergo a double-blind review, which means that neither the Reviewer nor the Author know their respective identities,
- the names of the Reviewers are not disclosed,
- Author gets acquainted with the content of the review only.

The fundamental strength of the peer review process remains the foundation of our editorial philosophy and the procedure itself seeks to answer several questions:

1. How does the article contribute to a field or discipline?
2. Which elements are particularly valuable to readers?
3. How does the author's methodology fit into the study?
4. What is the quality of presented bibliographical entries?
5. Does the article qualify for publishing without any further corrections?
6. Does the article qualify for publishing with minor corrections? If so, what corrections are necessary?
7. Does the article qualify for publishing with major corrections? If so, what corrections are necessary?
8. Does the article not qualify for publishing? Please justify your opinion;

b) the procedure:

- for the detailed procedure see: "Reviewing Manuscripts" at <https://ajmp.uni.wroc.pl/publishing-procedure/>;

c) rules for Reviewers:

- the complete list of Reviewers for a given issue is published in the print; the full list of guest Reviewers of *Academic Journal of Modern Philology* to date is published at: <https://ajmp.uni.wroc.pl/board-of-reviewers/>,
- Editors match Reviewers with the scope of the content in a manuscript to get the best reviews possible,
- a Reviewer who feels they lack the necessary expertise to assess the manuscript or can be unbiased in their assessment or knows that its timely review will be impossible should notify the Editor and excuse themselves from the review process,
- Reviewers should inform the journal promptly if their circumstances change and they cannot fulfil the original agreement or if an extension is necessary,
- Reviewers should also point out relevant published work which is not yet cited;

d) prevention of scientific misconducts:

- **conflicts of interest** (personal, commercial, political, academic or financial) must be declared to Editors by the Authors and Reviewers; Editors must also disclose relevant conflicts of interest to the Editor-in-Chief; if a Reviewer is aware of any potential conflict of interest, they should inform the Editor who has invited them to conduct a review,
- **clear identification of the authorship** – Authors should ensure that only individuals who made a substantial contribution to the work can be rewarded with authorship,
- **encouraging practices that prevent guest, gift and ghost authorship** – Authors are asked to submit a written declaration specifying the authorship of their submitted manuscripts; any detected cases of such misconduct shall be disclosed and documented,
- **requirement of originality** – only original manuscripts which meet the aims and scope of our journal (<https://ajmp.uni.wroc.pl/about-us/>) shall undergo the reviewing process,
- **clear statement that fabrication of results and making of fraudulent or inaccurate statements constitute unethical behaviour** – such manuscripts and published articles shall be rejected and retracted,
- we also expect our Authors and Editors to uphold the ethical standards observed by the academic community worldwide and raise any concerns by emailing: kmsi@uwr.edu.pl.

4. PUBLICATION ETHICS

- any submission to *AJMP* shall be approved by the Editor-in-Chief, following the recommendations given by the Editorial Board,
- Editors take reasonable steps to identify and prevent the publication of papers where research misconduct has occurred and reported; presented with convincing evidence of serious misconduct, Editors immediately pass the information to the Editor-in-Chief and notify the Author that they are doing it or seek expert advice in case no convincing evidence was provided,
- Editors take all allegations and suspicions of misconduct seriously,
- any detected manifestations of unethical behaviour and cases of misconduct shall be disclosed and documented,
- Editors will consider **retracting a publication** mainly if **a.** they have clear evidence of fabrication, falsification or unreliability of the findings, **b.** it constitutes plagiarism, **c.** the findings have previously been published elsewhere with no proper attribution to previous sources, no disclosure to the Editor, no permission to republish, or no justification to publish the findings, **d.** it contains material without authorisation for use, **e.** it reports unethical research, **f.** it has been published on manipulated peer review process, **g.** the Author failed to disclose conflicts of interest,
- **notices of retraction** shall: **a.** be linked to the retracted article in an online version, **b.** clearly identify the article, **c.** be published promptly, **d.** state who and why is retracting the article, **e.** be objective, factual and avoid inflammatory language,
- Publishers of *AJMP* shall publish corrections, clarifications, retractions and apologies when needed.

5. COPYRIGHT AND ACCESS

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6. ARCHIVING

- Authors of articles published in *AJMP* are permitted to self-archive and share their research in academic, institutional or other repository of their choice,
- Authors can post their articles on their personal website; when doing so, they are asked to indicate the original source of publication,
- the submission of a manuscript for publication in *Academic Journal of Modern Philology* grants the Editors and the Publisher the right and licence to publish the paper on the journal's website and distribute it in repositories and academic databases the journal is indexed in,
- the Editorial Board neither returns nor archives the submitted manuscripts,
- the electronic version is placed on the journal's website and in the Digital Library of University of Wroclaw,
- recommend repositories for open data are: Zenodo, RepOD or RCIN. Authors may also visit registries of research data repositories at: www.re3data.org or <https://v2.sherpa.ac.uk/opensoar/>.

7. WEBSITE

<https://ajmp.uni.wroc.pl/>

8. PUBLISHING SCHEDULE

Regularity of publication: annual