

# Ethics in publishing

The responsibility of the author for publication

Publication of the paper in a peer reviewed journal is an integral component in the development of the network of knowledge consistently. It directly reflects the quality of research of the author and the institutions. Peer reviewed papers can be said to embody author's scientific methodology. Therefore, it is important to follow the standards of ethical behavior.

## **1. Conducting research**

### **1-1 Reporting standards**

Authors should describe accurate information about the performed research reports as well as the importance of objective discussion. Authors must specify exactly the information about the underlying research data. The paper must contain references and enough details that can be replicated by other researchers. Because false representation and fraud are unethical behavior, the paper is not allowed to be published. Review and published paper and opinion of authors should be objective and accurate.

### **1-2 Hazards and human or animal subjects**

When using chemicals or dangerous equipment in performing research, authors should state about it in the paper. When the research on the human or animal subjects, the author should contain information that relevant laws and guidelines of institution were observed during the entire experiment and proper permission of institution should be needed. When experiments were conducted in human subjects, it must be included in that subjects agreed. In addition, the right to privacy of the subjects should always be observed.

### **1-3 Use of patient images or case details**

With the approval of the ethics committee, a study of volunteers and patients require the consent of the subject and it should be stated in the paper.

If author wants to include personal information such as images of patients of the paper published in the journal, appropriate consent is required. The author must keep the documented consent and copy of it is provided as evidence when the journal has requested.

For data relating to the children with learning disabilities or special care requires close attention. It is necessary to be careful if author use the references that feature personal names or photos or the face of the individual has revealed.

## **2. Writing an article**

### **2-1 Originality and plagiarism**

Author should guarantee that the whole paper was written directly and the references of other author should be properly cited in case of using work of other authors.

Plagiarism is variety of forms such as claiming work of other researchers as own paper of author or copying the majority of papers of other researchers or insisting results of other researchers. Because plagiarism is unethical publishing behavior in any form, the paper is not accepted.

## **2-2 Data access and retention**

Author should be prepared to allow access to the original data for editorial review and after the paper is published, it should be kept constant during the period to be able to view the original data.

## **2-3 Multiple, redundant or concurrent publication**

An author should not publish in the journal of the multiple documents in the same study. Because submitting to multiple journals at the same time is unethical publishing behavior, it is not allowed to publish.

The author should not submit the paper that previously published in other journal. Publication some kinds of articles such as translation or medical guideline in more than one journal is sometimes justified when certain conditions are met. In cases like above mentioned author and editor of journal should agree on a second publication. Second paper should reflect the same data and interpretation of the previously published paper. First paper should be cited in the second publication paper.

## **2-4 Acknowledgements of sources**

The author should acknowledge other researcher's work data that determining the reported work. Written permission from the source should be kept when the information obtained private such as in conversation or correspondence or discussion. In addition, information about confidential services such as grant applications should not be used without written permission from relevant workers.

## **2-5 Disclosure and conflicts of interest**

In case of conflict of interest, it may be occur when other institution influence the author's work inappropriately in situations where the institution of the author collaborated or financially connected with other relevant institutions. If there is possibility that conflict of interest can be actual or potential, the safest way is to contact the journal. The submissions should mention the possibility that conflict of interest can be occurred with all relationship of author. The journal will take the appropriate action based on this information as editorial decision. If it is determined to be necessary, then the journal may also be open to the public on the reader and let the judgment of the document. In addition, the journal can make decision not to publish the paper that may have conflicts of interest. All authors should disclose actual or potential conflicts of interest such as relationship or financially connected with other institution during three years after submitting the paper to the journal.

Examples about potential conflicts of interest that should be disclosed include employment, consultancies, stock ownership, compensation, patent application/registration, grants or other funding. The potential conflicts of interest should be disclosed as early as possible.

It should be disclosed that all sources of financial support necessary for conduction research. The declaration ('Role of the funding source') should be inserted into the separate part of the paper before References. If there is institution to support the research of the author, the author should describe the role of it.

## **2-6 Fundamental errors in published works**

It is the responsibility of the author that author have found a critical error or inaccuracy data in author's paper, the author should retract or correct the error and promptly notify the editor and manager of the journal. Also the editor or publisher have found a serious error in the paper from a third party it is the obligation of the author to promptly retract or correct the error or provide evidence which can be corrected to the editor of journal.

### 3. Authorship

#### 3-1 Authorship of the paper

Authorship should be limited to those who make the conception, design, execution, or interpretation of the research. In addition, researchers who have contributed greatly to the research should be displayed on the co-authors. If there are other people who contributed a portion of their research project should be listed as a contributor.

Corresponding author need to make sure that the appropriate co-authors and inappropriate co-authors are included on the paper. All co-authors should review and approve the final version of the paper before publishing.

#### 3-2 Changes to authorship

This policy is concerned with the addition, deletion or rearrangement of author names in accepted paper.

● Before publishing paper in an online:

The requests for addition, deletion or rearrangement of the author names should be contacted with manager and corresponding author should be included.

- The reason why the name of the authors should be added, deleted or rearranged
- Documented confirmation such as e-mail, fax or letter that all authors are agreed is sent to manager of the journal. In case of addition or deletion, documented confirmation of corresponding authors is also needed.

The requests that are not sent by corresponding author, manager of the journal make contact with the author and author should follow the procedure described above.

- Manager of the journal will inform the journal editor such requests
- Publication of the accepted paper in online is suspended until author agreed

● After publishing paper in an online:

The same applies to the above mentioned policies to the paper which is published online about any requests for addition, deletion or rearrangement of the author names.

- If there is any problem caused by violation of the Code of Ethics in a paper, which has been reviewed or published by the journal, the final decision will be made by Committee of Ethics in the journal.

## Codes of Conduct

1. The society's member should use and dedicate his or her knowledge and skill for the positive advancement and the welfare of human kind.
2. The society's member should contribute to the advancement of the Korean automotive engineering industry and of the public wellness. Also, as a professional of automotive engineering he or she should volunteer in his or her specialty and increase his or her competitiveness and authority.
3. The society's member should have a truthful and just conduct in education, research, presentation and actual participation, and also be devoted to being ethical and scholarly moral.
4. The society's member should not take any action that goes against the purpose of the society's establishment or defame the society.
5. The society's member should never take credit for others' research or theory and should always respect the works of others.
6. The society's members who review or consult should only do so with scholastic morals.
7. The society's member should not use research information to unjustly profit from it.