

Publication ethics and publication malpractice statement

Publication ethics is an important aspect of the editorial and recension work when planning the *Journal of Economic and Business Sciences*.

These guidelines of the expected ethical behaviour are based on the existing Elsevier policies and COPE's Best Practice Guidelines for Journal Editors.

Duties of the editor and editorial board:

Publication decisions

The editor of the Journal of Economic and Business Sciences is responsible for deciding which of the articles submitted to the journal should be published and the editorial board makes the final decision about the articles to be published. The editor is guided by the policies of the journal's editorial board and they may consult with editorial board or reviewers in decision making.

Fair play

An editor should evaluate manuscripts for their intellectual content without any regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

Confidentiality

The editor and members of the editorial board must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, if appropriate.

Disclosure and Conflict of Interest

Unpublished data, disclosed in a submitted manuscript must not be used in an editor's own research without a written consent of the author.

Editors should recuse themselves (i.e. should ask another member of the editorial board instead to review and consider) from reviewing manuscripts in cases when conflicts of interest appear, resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or (possibly) institutions connected to the papers.

Duties of Reviewers:

Contribution to Editorial Decisions

A peer review evaluation assists the editor in making editorial decisions and through the editorial communication it may also assist the author in improving the paper,.

Promptness

Any selected reviewer who feels underqualified to review the research reported in a manuscript or knows that their prompt review will be impossible, should notify the editor and excuse themselves from the review process.

Confidentiality

Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others.

Standards of Objectivity

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Reviewers should express their views clearly with supporting arguments.

Acknowledgement of Resources

Reviewers should identify all the relevant published work that have not been cited by the authors. Any statement that an observation, derivation, or an argument had previously been reported, should be accompanied by the relevant citation. A reviewer should also direct the editor's attention to any substantial similarity or overlap between the manuscript under consideration and any other paper of which they have personal knowledge.

Disclosure and Conflict of Interest

The privileged information or ideas obtained through peer reviewing must be kept confidential and not used for personal advantage. Reviewers should recuse themselves from reviewing manuscripts in cases when conflicts of interest appear, resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or (possibly) institutions connected to the papers

Duties of authors:

Reporting standards

Authors of the reports on original research should present an accurate account of the work performed, as well as an objective discussion of its significance. Underlying data should be represented accurately in the paper. A paper should contain sufficient details and references to permit others to cite the work. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.

Originality and Plagiarism

The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others, that this has been appropriately cited or quoted.

Multiple, redundant or concurrent publication

Submitting the same manuscript to more than one journal concurrently represents an unethical publishing behaviour and is unacceptable.

Authorship of the Paper

Authorship should be limited to those who have made a significant contribution to the conception, design, performance, or interpretation of the reported study. All persons who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors as well. The corresponding author should ensure that all co-authors are included in the paper, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

Disclosure and Conflicts of Interest

All authors should disclose any financial or other substantive conflict of interest that might be influencing the results or interpretation of their manuscript. All resources of financial support for the project should be clearly disclosed.

Fundamental errors in published works

When an author discovers a significant error or inaccuracy in their own published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper.