

# **Publishing Ethics**

The editorial staff of "Książnica Śląska" is committed to attaining high ethical standards in publishing practice and uses all possible means to prevent the author's unreliability. The ethical principles comply with the standards in publication ethics acknowledged by COPE (Committee on Publication Ethics) and according to the Code of Ethics For Researchers.

The ethical guidelines have been implemented to ensure the proper functioning of the publishing process in "Książnica Śląska". They apply to the editors, authors, and reviewers.

## **Ethical Guidelines for Editors**

1. The editors assess the scholarly value of the texts and decide, based on the opinions of reviewers/experts, whether to accept them for printing.
2. The editors provide that the submitted texts are evaluated only in terms of their content.
3. The Editorial Board selects reviewers to provide a completely impartial assessment of the submitted articles.
4. The editors ensure the anonymous nature of the review process and provide information on submitted texts only to the author, reviewers, editors, and other persons participating in the publishing process.
5. The editorial office is obliged to respond appropriately, following the applicable rules and regulations, to any manifestations of copyright, editorial, or reviewer misconduct.
6. The editors will notify the relevant entities (including the institution with which the author is affiliated) about all manifestations of academic misconduct, such as plagiarism, ghostwriting, and guest authorship. If there

is a suspicion of unethical practices, the editor withdraws the text from publication.

7. If a decision is developed not to accept the text for publication, it may not be operated in any way without the formal consent of the author.

## **Ethical Guidelines for Authors**

1. When submitting a paper, the author guarantees that it is an original work, not infringing intellectual property rights, unpublished, and not submitted for printing by another publishing house.
2. The author is obliged to provide a reliable description of the research work performed and an objective interpretation of the results. Articles must contain lists of source materials used, bibliographic information, and footnotes (enabling identification of data sources).
3. The author of the paper is obliged to disclose information on research funding sources or the participation of scientific and research institutions in them.
4. The author is obliged to disclose the participation of all co-authors and contributors.
5. If the author discovers significant errors or inaccuracies in his text, he is obliged to instantly notify the editorial office.
6. The authors are obliged to cooperate with the editorial office in the process of preparing the text for printing.
7. The authors retain the right to the published material, they may present articles printed in "Książnica Śląska" at scholarly conferences and conventions.

# Ethical Guidelines for Peer-reviewers

1. The reviewer should deliver the review within the time limit or inform the editorial office about circumstances preventing the meeting of the deadline.
  2. The review is required to be objective and appropriately justified.
  3. The reviewer, if necessary, should suggest works related to the subject of the paper, not included in the footnotes. The reviewer should indicate significant similarities between the reviewed text and other papers.
  4. Reviews are confidential, and disclosing them to third parties is not allowed (except for persons involved in the publishing process).
  5. The reviewer should not evaluate texts suspected to cause a conflict of interest resulting from cooperation with the author.
  6. The reviewers may not profit from the reviewed work for their purposes without the formal consent of the author.
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