

## Publication Ethics

The Peter Lang Publishing Group has over 40 years of experience in academic publishing, specializing in the humanities and social sciences worldwide and publishing more than 1,800 titles every year. By publishing timely, rigorous research, the company takes its responsibility toward the academic community and the community of scholarly publishers seriously. Peter Lang follows strict guidelines in evaluating all of its published academic content by using a thorough peer review system. This system is designed to ensure that all published material follows ethical guidelines in both its creation and its distribution. Peter Lang holds three key partners in the peer review system accountable for maintaining such ethical standards and divides their responsibilities as follows:

### The Editor:

- **Publication Decisions**

The Editor shall make the final publication decision of each work that is submitted for review to the publisher. This decision will be taken with advice or guidance from series editors, peer review reports, internal colleagues, or other third parties.

- **Non-Discrimination Policy**

The Editor shall not discriminate in its decisions based on the race, ethnic origin, gender, sexual orientation, religion, or political philosophy of the Author.

- **Confidentiality**

The Editor shall treat all manuscript submissions as confidential. Identifying details of the manuscript and Author shall not be disclosed to anyone other than the peer reviewer. If requested by the Author, the Editor shall engage in a double-blind peer review process.

- **Transparency**

The Editor shall ensure that the publication process and decision is undertaken in a manner that is transparent to the Author. The Author should be aware of what is expected of him/her throughout the review process and shall receive a prompt and clear decision regarding the publication decision of his/her manuscript from the Editor.

- **Self-Citation**

The Editor shall not make it a requirement for publication that the Author cite a work already produced by the publisher.

- **Plagiarism Check**

Although the Author is ultimately responsible for ensuring none of the submitted work is plagiarized, the Editor shall undertake a thorough plagiarism check of all work in preparation for publication. Such checks shall be conducted using programs such as iThenticate or similar.

## The Author:

- **Plagiarism**

The Author shall not plagiarize any material submitted. Plagiarism is unacceptable and shall result in immediate rejection of the manuscript. All material created by anyone other than the Author shall be cited properly. When necessary, the Author shall seek permission to reproduce such material as required by the Editor.

- **Factual Representation of Data**

Any underlying quantitative data included in the manuscript by the Author shall be reproduced accurately and honestly.

- **Error Reporting**

If the Author discovers any errors in his or her work, the Author shall report such errors to the Editor.

- **Author Identification**

Authors of the manuscript shall be named so only if they have made a significant contribution to the manuscript's research and execution.

- **Multiple Manuscript Submission**

If the Author is submitting the same work or a substantially similar work to more than one publisher, he or she shall inform the Editor of this fact.

## The Peer Reviewer:

- **Non-Discrimination Reviewing**

Peer Reviewers shall analyze and assess the manuscript fairly and accurately. Like the Editor, the Peer Reviewer shall not discriminate in its reviews based on the race, ethnic origin, gender, sexual orientation, religion, or political philosophy of the Author, if such are known to the Peer Reviewer.

- **Confidentiality**

All manuscripts received by the Peer Reviewer by the Editor shall be treated as confidential. The Peer Reviewer shall not share any of the manuscript materials or discuss the manuscript without permission of the Editor. Peer Reviewers may also not use unpublished manuscript materials for their own research without permission of the Author.

- **Ethical Violation Reporting**

If the Peer Reviewer recognizes any ethical breaches of conduct such as plagiarism, multiple manuscript submissions to different publishers, false reporting of data in the manuscript, or other issues, the Peer Reviewer shall alert the Editor.

- **Punctuality**

If the Peer Reviewer cannot complete his or her review within the deadline originally agreed to with the Editor, he or she shall inform the Editor as soon as possible.

- **Objctivity**

Peer Reviewers are asked to produce reviews that are fair and offer thoughtful analyses with supporting material and arguments. The peer review is designed to help Editors make publication decisions. Peer Reviewers are also asked to engage in good etiquette when drafting their reviews