# Publication ethics and malpractice statement

We are committed to promote the highest ethical publication practices and expect all submitting authors to uphold the high standards of publication ethics as set out by the Commission on Publication Ethics (COPE).

#### **Publication and authorship**

Author(s) need to ensure that the submitted article is the work of the submitting author(s) and is not plagiarized, wholly or in part. They must also make sure that the submitted article is original, is not wholly or in part re-publication of the author's earlier work, and contains no fraudulent data.

It is also their responsibility to check that all copyrighted material within the article has permission for publication and that material the author does not personally hold copyright in is not reproduced without permission.

#### **Author's responsibilities**

*Imágó Budapest* is a peer-reviewed journal, and Authors are obliged to participate in our double blind peer review process.

Author(s) need to ensure that all data in the submitted article are real and authentic. They must make sure that all authors have significantly contributed to the research submitted in the article, and that all and only the contributors to the article are listed as authors. It is their responsibility to ensure that no participants are harmed, physically or mentally, during the research which results in the article, and that personal details of the participants, who have not agreed for to be released or where the release of personal details could endanger a participant, are fully anonymized. This applies both to textual citations and to images and any supplementary audio or visual material. Authors should also ensure that all authors provide retractions or corrections of mistakes.

## Peer review and responsibility for the reviewers

Both the Referee and the Author remain anonymous throughout the "double blind" review process. Referees are selected according to their expertise in their particular fieldworks. Submitted papers are reviewed by at least two independent Referees and by our editorial staff.

Referees are requested to evaluate whether the manuscript has already been published in another journal, is methodologically sound, contains results which are clearly presented and support the conclusions, contains an appropriate bibliography and makes a significant contribution to the social sciences. Referees judge each paper based on the following scale: Accepted with no revision; Accepted with partial revision; Accepted with major revision; Flat rejection. A decision is sent to the corresponding Author, along with recommendations made by the Referees. The Editors are responsible for the final decision to accept/reject the manuscript.

Authors are entitled to expect that Referees or other individuals privy to the work an Author submits to a journal will not steal their research ideas or plagiarize their work. Further, Referees hold responsibility to be objective in their judgments; have no conflict of interest with respect to the research, with respect to the authors and/or with respect to the research funders; point out relevant published work which is not yet cited by the author(s); and treat the reviewed articles confidentially.

### **Editorial responsibilities**

Editors hold full authority to reject/accept an article; only accept a paper when reasonably certain; promote publication of correction or retraction when errors are found; preserve anonymity of reviewers; and have no conflict of interest with respect to articles they reject/accept.

If an Editor feels that there is likely to be a perception of a conflict of interest in relation to their handling of a submission, they will declare it to the other Editors. The other Editor will select referees and make all decisions on the paper. This procedure also applies if a paper is submitted by one of the Editors, if a paper is submitted by an author who is at the same institution as one of the Editors, if a paper is submitted by an author whose relationship with one of the Editors might create the perception of bias (e.g. in terms of close friendship, co-authorship or conflict/rivalry) and the Editor declares a potential conflict of interest.

# **Publishing ethics issues**

Members of the Editorial Board ensure the monitoring and safeguarding of the publishing ethics. This comprises the strict policy on plagiarism and fraudulent data, the strong commitment to publish corrections, clarifications, retractions and apologies when needed, and the strict preclusion of business needs from compromising intellectual and ethical standards.

Whenever it is recognized that a published paper contains a significant inaccuracy, misleading statement or distorted report, it will be corrected promptly. If, after an appropriate investigation, an item proves to be fraudulent, it will be retracted. The retraction will be clearly identifiable to readers and indexing systems.

#### **Copyright and Licensing**

Copyright on the articles published in *Imágó Budapest* is shared between the author(s) and the journal. Authors grant *Imágó Budapest* a license to publish the article and identify itself as the original publisher.

The license permits any user to download, print out, extract, reuse, archive, and distribute the article, as long as appropriate credit is given to the authors and the source of the work. The license ensures that the article will be available as widely as possible and that the article can be included in any scientific archive.