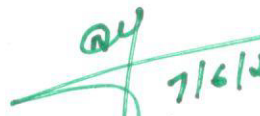




# **PUBLICATION POLICY**

## **MALWANCHAL UNIVERSITY**

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**Registrar**  
**Malwanchal University**  
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# PUBLICATION POLICY

Scientific and scholarly publications provide the main vehicle to disseminate findings, thoughts, and analysis to the scientific, academic, and lay communities. For academic activities to contribute to the advancement of knowledge, they must be published in sufficient detail and accuracy to enable others to understand and elaborate the results. For the authors of such work, successful publication improves opportunities for academic funding and promotion while enhancing scientific and scholarly achievement and repute. At the same time, the benefits of authorship are accompanied by a number of responsibilities for the proper planning, conducting, analysis, and reporting of research, and the content and conclusions of other scholarly work. As a respected member of the academic community, it is the responsibility of Malwanchal University to protect these fundamental elements of the scientific and scholarly process. This policy provides an educational resource describing the essential considerations and requirements in responsible authorship and publication at Malwanchal University.

## **Policy on Authorship**

The following principles define Malwanchal University's policy on authorship of publications.

### **1. Defining Authorship**

An author is generally considered to be an individual who has made substantial intellectual contributions to a scientific investigation. All authors should meet the following three criteria, and all those who meet the criteria should be authors:

- a. **Scholarship:** Contribute significantly to the conception, design, execution, and/or analysis and interpretation of data.
- b. **Authorship:** Participate in drafting, reviewing, and/or revising the manuscript for intellectual content.
- c. **Approval:** Approve the manuscript to be published.

### **2. Lead Author**

As a practical matter in the case of publications with multiple authors, one author should be designated as the lead author. The lead author assumes overall responsibility for the manuscript, and also often serves as the managerial and corresponding author, as well as providing a significant contribution to the research effort. A lead author is not necessarily the principal investigator or project leader. The lead author is responsible for:

- a. **Authorship:** Including as co-authors all and only those individuals who meet the authorship criteria set forth in this policy.

b. Approval: Providing the draft of the manuscript to each individual contributing author for review and consent for authorship. The lead author should obtain from all coauthors their agreement to be designated as such and their approval of the manuscript. A journal may have specific requirements governing author review and consent, which must be followed.

c. Integrity: The lead author is responsible for the integrity of the work as a whole, and ensuring that reasonable care and effort has been taken to determine that all the data are complete, accurate, and reasonably interpreted.

#### **Co-authors**

All co-authors of a publication are responsible for:

a. Authorship: By providing consent to authorship to the lead author, co-authors acknowledge that they meet the authorship criteria set forth in section 1 of this policy. A coauthor should have participated sufficiently in the work to take responsibility for appropriate portions of the content.

b. Approval: By providing consent to authorship to the lead author, co-authors are acknowledging that they have reviewed and approved the manuscript.

c. Integrity: Each co-author is responsible for the content of all appropriate portions of the manuscript, including the integrity of any applicable research. An individual retains the right to refuse co-authorship of a manuscript if s/he does not satisfy the criteria for authorship.

#### **4. Authorship Order**

The order of authors is a collective decision of the authors or study group. This policy does not address questions or disputes regarding the order of authorship on publications. It is not possible for the University to define the order of authorship. In conjunction with the lead author, co-authors should discuss authorship order at the onset of the project and revise their decision as needed. All authors must work together to make these informed judgments.

#### **5. Research Funding**

All authors, in manuscripts submitted for review and publication, must acknowledge/disclose the source(s) of support for the work. Support includes research and educational grants, salary or other support, contracts, gifts, and departmental, institutional and hospital support.

#### **6. Financial Conflicts of Interest**

Authors shall fully disclose, in all manuscripts to journals, all relevant financial interests that could be viewed as a potential conflict of interest or as required by the University and/or journal. All such financial interests must also be reported internally as required by the University's conflict of interest policies.

### **University Publications Committee**

The University shall establish a University Publications Committee to formulate procedures and guidance within the scope of this policy and to take decisions on approval of series titles and other strategic issues related to publications.

### *Administrative Procedures*

The University Research cell shall be responsible for the management of this policy.

### **Dispute Resolution**

If a dispute or concern arises with regard to the application, efforts should be made to resolve it through informal discussion. If the dispute persists, the aggrieved party may refer the dispute for resolution to the Chair, University Research Advisory Committee, through their Departmental Head.

Prepared by

**Member Secretary, Research Advisory Committee**

Malwanchal University, Indore - 452016

  
**Signatory Authority**

**Registrar**

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**Malwanchal University**  
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