

## **10<sup>th</sup> ECCOMAS Thematic Conference on Multibody Dynamics 2021 Publication Ethics and Publication Malpractice Statement**

The publication of an article in a peer reviewed journal is the model for the Book of Abstracts and the Full Paper Proceedings Book of the 10<sup>th</sup> ECCOMAS Thematic Conference on Multibody Dynamics 2021. It is therefore important to agree upon standards of expected ethical behavior for all parties involved in the act of publishing: the Authors, the Editors, the Reviewers, the Scientific Committee, the Publisher and the Society.

### **Duties of the Editorial Board**

The Book of Abstracts and the Full Paper Proceedings Book have an international Editorial Board of recognized experts in the field. The Editors and the Publisher can be contacted here:

Department of Applied Mechanics,  
Budapest University of Technology and Economics,  
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The Editorial Board organize the collection of the abstract submissions and the full paper submissions, the review process and the publication of the Book of Abstracts and the Full Paper Proceedings Book before the Conference date. Paper evaluation is based on the Reviewers' report. The Reviewers are chosen from the Scientific Committee of the conference.

The Publisher and the Editors are committed to maintain the ethical standards of the scientific publication process and prevent publications where research misconduct has occurred.

### **Members of the Scientific Committee**

The Members of the Scientific Committee are recognized experts in the field. The international name list of the Scientific Committee is originated from earlier ECCOMAS Multibody conferences and is updated based on availability. Each Member of the Scientific Committee is required to provide positive feedback to the invitation.

The Members of the Scientific Committee take active part in the peer review process of the Abstracts and the Full Papers submitted to the conference. The Session Chairs are invited from among the Members of the Scientific Committee. The Session Chairs moderate the oral discussions related to the scientific presentations.

### **Peer review process**

All submissions including abstracts and full papers are subjected to peer review where the Editors ask two blind and independent Reviews from the member of the Scientific Committee, making sure that Reviewers have no conflict of interest with the Authors. The reviews are based on the objective evaluation of the scientific merits and the contribution to the state of the art.

### **Confidentiality**

Editors and Reviewers handle the submission confidentially. The Editors 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, as appropriate. Those involved in editing this journal seek to be compliant

with industry standards for data privacy, including the European Union's General Data Protection Regulation (GDPR).

### **Disclosure and conflicts of interest**

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the Authors, companies, or institutions connected to the papers.

### **Involvement and cooperation in investigations**

Editors should take reasonably responsive measures when ethical complaints have been presented concerning a submitted manuscript or published paper, in conjunction with the Publisher. Such measures generally include contacting the Author of the manuscript or paper and giving due consideration of the respective complaint or claims made, but may also include further communications to the relevant institutions and research bodies, and if the complaint is upheld, the publication of a correction, retraction, expression of concern, or other note, as may be relevant. Every reported act of unethical publishing behavior must be investigated, even if it is discovered years after publication.

### **Copyright and licensing related to the Full Paper Proceedings Book**

The Authors of full papers submit a Copyright Agreement form. The policy for copyright shall be clearly stated in the Copyright Agreement form and the copyright holder named on all published articles. Licensing terms shall be indicated on all published articles. If Authors are allowed to publish under a Creative Commons license, then any specific license requirements shall be noted. Any policies on posting of final accepted versions or published articles on third party repositories shall be clearly stated.

## **Duties of Reviewers**

### **Contribution to editorial decisions**

All submitted abstracts and full papers are published in the Book of Abstract and in the Full Paper Proceedings Book after peer reviewing, if the Blind Review process does not point out any reason for rejection. The Reviewers advise the Editors in making the editorial decision. The Editors transfer the Reviewers' report to the Authors helping them in improving quality of their research paper. Reviewers' comments to the editors are confidential and before passing on to the Author will be made anonymous. The names of the Reviewers remain strictly confidential; their identities known only to the Editors.

### **Promptness**

The Editors of the Book of Abstracts and the Full Paper Proceedings Book are committed to provide timely review to the Authors and if any assigned Reviewer who feels unqualified to review the research reported in a manuscript, or knows that its prompt review will be impossible, should notify the Editors, who assign another Reviewer.

### **Confidentiality**

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

### **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 sources**

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

### **Disclosure and conflict of interest**

Unpublished materials disclosed in a submitted manuscript must not be used in a Reviewer's own research without the express written consent of the Author. Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the Authors, companies, or institutions connected to the papers.

## **Duties of Authors**

### **Reporting standards**

Authors of reports of 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 detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behavior and are unacceptable.

### **Data access and retention**

Authors may be asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data, if practicable, and should in any event be prepared to retain such data for a reasonable time after publication.

### **Policies for studies involving human subjects and/or animals**

If the paper is based on research involving human subjects or animals, the Authors must provide the name of the ethical approval committee/Institutional Review Board they have obtained consent from, and they should confirm that the study was conducted in accordance with the Helsinki Declaration: <https://www.wma.net/what-we-do/medical-ethics/declaration-of-helsinki/>. To respect privacy rights, personal identifying information about the subjects should not be included in the paper.

### **Originality and plagiarism**

Authors warrant that the article is their original work, and if the Authors have used the work and/or words of others, that this has been appropriately cited or quoted. Plagiarism takes many forms, from 'passing off' another's paper as the Author's own paper, to copying or paraphrasing substantial parts of another's paper (without attribution), to claiming results from research conducted by others. Plagiarism in all its forms constitutes unethical publishing behavior and is unacceptable.

**Multiple, redundant or concurrent publication**

An Author should not in general publish manuscripts describing essentially the same research in more than one primary publication. Submitting an already published or submitted manuscript concurrently constitutes unethical publishing behavior and is unacceptable.

**Acknowledgement of sources**

Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work. Information obtained privately, as in conversation, correspondence, or discussion with third parties, must not be used or reported without explicit, written permission from the source. Information obtained in the course of confidential services, such as refereeing manuscripts or grant applications, must not be used without the explicit written permission of the Author of the work involved in these services.

**Authorship of the paper**

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those 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. The corresponding Author should ensure that all appropriate Co-authors and no inappropriate Co-authors are included on 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 in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed. Examples of potential conflicts of interest which should be disclosed include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Potential conflicts of interest should be disclosed at the earliest stage possible.

**Fundamental errors in published works**

When Authors discover a significant error or inaccuracy in their own published work, it is the Authors' obligation to promptly notify the Editors or Publisher and cooperate with the Editor to retract or correct the paper. If the Editor or the Publisher learns from a third party that a published work contains a significant error, it is the obligation of the Authors to promptly retract or correct the paper or provide evidence to the Editor of the correctness of the original paper.

**Peer review process**

Authors are obliged to co-operate in the peer review process, follow the advice of the Reviewers, meet the required deadlines, and to provide retractions or corrections of mistakes if any occur. Authors improve their work according to the Reviewers' opinion.