

**SKASE Journal of Literary and Cultural Studies (SJLCS) follows the principles set out by the Committee on Publication Ethics (COPE) and adheres to internationally recognised best practices in scholarly publishing.**

## **1. Responsibilities of Authors:**

Authors should ensure that:

- their work is original and it has not been previously published and has been submitted only to the **SKASE Journal of Literary and Cultural Studies (SJLCS)**
- where material is taken from other sources the source is clearly cited and that where needed appropriate permission is obtained
- their data is their own or that they have permission to use data reproduced in their paper
- any real or apparent conflicting or competing interest is clearly stated on submission of their paper
- authorship of the paper is accurately represented and that all co-authors have given consent for publication

## **2. Responsibilities of Editors:**

- Editors evaluate manuscripts solely on their scholarly merit, without regard to the authors' race, gender, institutional affiliation, nationality, or political beliefs.
- Editors and editorial staff must maintain confidentiality regarding submitted manuscripts and may not disclose any information about a submission to anyone other than the corresponding author, reviewers, or other editorial advisers.
- Editors must not use unpublished material disclosed in a submitted manuscript for their own research without written consent from the author.
- If an editor has a conflict of interest with a manuscript, the handling of that manuscript will be reassigned to another editor.
- Editorial decisions are based on the manuscript's originality, clarity, and contribution to the academic field. The final editorial decision is guided by reviewer reports and ethical considerations.

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- maintain the confidentiality of the review process
- immediately alert the editorial board of any conflict of interests that could affect the impartiality of their reviewing and decline to review where appropriate
- conduct themselves fairly and impartially
- reviewers should identify relevant published work that has not been cited by the authors and alert the editors to any substantial similarity or overlap with other published papers.

### 4. Responsibilities of the Publisher

The **Slovak Association for the Study of English (SKASE)**, as the publisher, ensures that the editorial process operates according to ethical and professional standards. The publisher is responsible for maintaining the **integrity of the academic record**, supporting editorial independence, and cooperating with editors and authors to resolve ethical concerns.

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In cases of **ethical misconduct** — including plagiarism, data fabrication, falsification, or duplicate publication — the journal will take action following **COPE** procedures. This may include:

- Issuing corrections or retractions,
- Informing the authors' institutions, and
- Prohibiting future submissions from offending parties.

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