

## **Publication Ethics**

### **Obligations of Authors**

#### **Ethical Standards, Good Scientific Practice & Corrections**

We require authors publishing in SCM to comply with scientific and ethical standards. Please regard the "**Ethics Codex of the German Communication Association**" and the "**Proposals for Safeguarding Good Scientific Practice**" by the DFG.

If authors discover errors in their work after it has been published, these errors should be reported immediately; errors that are reported by third parties have to be checked and if necessary corrected by authors.

#### **Plagiarism**

SCM only publishes original manuscripts that have not been published elsewhere.

Translations of published articles must be indicated.

Authors must use citations and/or quotations to refer to all materials (from other authors and already published own studies). Copyright must be considered. Intellectual property of all involved persons must be indicated. Plagiarism of content, structure or research is not accepted.

Authors are advised to consult the **Author Guidelines of SCM** regarding citations and quotations prior to submitting their manuscripts.

#### **Authorship**

Only those who made a considerable contribution (e.g., authorship of parts of the manuscript, contribution to data collection and/or data analysis) to the manuscript submitted can be listed as authors.

The publication must be authorized by all co-authors. Subsequent changes of the authorship must be approved by the editors of SCM.

#### **Multiple or Concurrent Submissions**

SCM does not accept manuscripts that are currently under submission elsewhere. Authors are obliged to confirm that their manuscript submissions are not under review elsewhere.

#### **Disclosure and Conflicts of Interest**

The authors are obliged to disclose any sources of funding they received regarding the studies reported in their manuscripts as well as other possible conflicts of interest that might influence the presentation of results.

#### **Data Policy, Transparency**

SCM is available open access.

When submitting the manuscript, the authors of empirical contributions make a commitment that they shall sufficiently document the way in which data has been gathered and/or third party data sets (e.g. databases) they accessed in order to create the requirements for secondary analyses and replications.

Data presented in the manuscript must be correct and transparent. Visualizations and other presentations of data must comply with scientific standards. Empirical studies must report established measures of reliability and validity.

When required, original data should be made available for reviewers during the review process.

### **Obligations of Reviewers**

All manuscript submissions are evaluated by at least two anonymous reviewers using a double-blind peer review process prior to publication.

Reviewers are selected according to their expertise considering the respective fields of research and/or theories and methods.

Reviewers are obliged to report any conflicts of interest regarding the manuscripts. Reviewers with conflicting interests must refrain from reviewing.

The reviewers' critique must be specific and transparent.

The peer review procedure will usually be completed six weeks following manuscript submission.

### **Obligations of Editors**

#### **Editors, Editorial Boards, Editorial Office**

The four editors-in-chief of SCM are members of the German Communication Association (DGPUK). Editors are elected by the members of the DGPUK during the annual conferences. Editors-in-chief rotate out of office after four years.

The editors are responsible for the editorial decisions and the peer review process. What is more, they together with the executives of the DGPUK are responsible to further develop the journal's profile. The editors are obliged to report on their work in editorials that are published annually in SCM.

#### **Editorial Boards**

SCM cooperates with a national Editorial Board consisting of representatives of each section of the DGPUK and an international Editorial Board of renowned communication scholars from diverse national backgrounds.

#### **Guest Editors**

SCM offers the opportunity for guest editors to publish special issues (further information: [https://www.scm.nomos.de/fileadmin/scm/doc/Leitfaden\\_Sonderhefte\\_2019.pdf](https://www.scm.nomos.de/fileadmin/scm/doc/Leitfaden_Sonderhefte_2019.pdf)). Guest editors take responsibility for the peer-review process of special issues, the editors-in-chief of SCM are responsible for the final decision to publish the special issue.

### **Editorial Office**

Editors-in-chief as well as guest editors are being supported by the editorial office of SCM.

### **Violations**

In cases in which the rules of good scientific practice are suspected to have been violated in reviews or submitted manuscripts, the editors-in-chief of SCM will contact the authors/reviewers and examine the respective cases. If necessary, the editors-in-chief will request changes and/or corrections of reviews or manuscripts.

If violations (e.g. plagiarism) are detected after publication, Nomos as the SCM's publisher will stop the title's distribution immediately until the case has been examined.

### **Role of Editors During Peer-Review-Process**

At the start of the double-blind peer-review-process, the editors-in-chief identify suitable reviewers. Suitable reviewers are experts in the fields of research and/or theories and methods of the submissions. Other selection criteria are the inclusion of a broad variety of members of the scientific community and diversity of theoretical and methodical perspectives. The editors-in-chief discuss the reviews and take an editorial decision based on the reviews and their own assessment of the submitted manuscript.

### **Confidentiality and Conflicts of Interest**

No sensible information about submitted manuscripts will be disclosed to third parties.

If editors-in-chief are in a conflict of interest regarding a manuscript, they will refrain from their role as editors during the review process and editorial decision-making.

### **Obligations and Role of the Publisher**

#### **Publishing Ethics**

Nomos Publishing attaches particular importance to the high quality of its journal portfolio and oversees the adherence to editorial quality standards for articles published in SCM. Our general publication policy can be found [here](#).

#### **Publication Decision, Copyright**

Nomos Publishing and the editors accept no responsibility for unsolicited manuscripts. Through the acceptance of a manuscript, Nomos acquires all rights from the authors, in particular also the right for further duplication for commercial purposes via

photomechanical or other techniques. Detailed information on Nomos' copyright policy can be found [here](#).

### **Fees**

SCM is available open access. Authors wishing to publish in SCM are not required to pay article processing or submission charges. Readers of SCM are not required to pay charges.

### **Long-Term Archiving**

To ensure long-term archiving of and access to SCM Nomos is cooperating with [portico](#).