

The Code of Ethics for the Asian Journal of Information and Communications

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Chapter 1: General Rules

Article 1 (Purpose)

① The purpose of this Code of Ethics is to define the principles and standards for research ethics in relation with the publication of the *Asian Journal of Information and Communications*.

Article 2 (Subjects)

① The Code of Ethics shall be applied to authors who submit their articles to the *Asian Journal of Information and Communications*, as well as editors and referees of those.

Chapter 2: Ethical Obligation of Authors

Article 3 (Authenticity of Research)

① Authors shall carry out their research honestly and truthfully throughout the entire process.

② Authors shall describe the details of their research accurately and objectively and shall not alter or delete the research results arbitrarily.

Article 4 (Caution over Quoting Other People's Research)

① Authors shall ensure accuracy when citing references for all quoted contents.

② In principle, authors shall quote publicly disclosed works of authorship; whereas in the case that they wish to quote any materials that are not publicly disclosed, they must obtain the approval of the authors of such materials.

③ In the case that the authors wish to adapt and/or use any study results or ideas that have already been published or announced by others, they shall clearly state the sources of such results or ideas.

Article 5 (Social Responsibility of Research Results)

① Authors shall have a right to offer opinions as experts on the selection of their research projects and the results thereof and shall strive to carry out research maintaining fairness which goes beyond all other interests.

② Authors shall be aware of the effect of their research activities and research results on the society, and shall fulfill their responsibilities in enhancing social benefits.

Article 6 (Results of Co-Research)

① In case of co-research with other researchers, authors shall clarify each author's role in the research process and shall clarify respective academic contribution to the research result.

② The main author of a paper shall obtain explicit consent from co-authors on their participation as co-authors. The order of listing the names shall be determined by mutual consultation.

③ As for the people or institutions who have contributed to research in non-academic ways, the details shall be stated in “acknowledgement notes.”

Article 7 (Compliance with Relevant Laws and Regulations)

① Authors shall respect intellectual property rights such as copyright and patent, and shall comply with relevant laws and regulations.

Chapter 3: Ethical Obligation of Editors

Article 8 (Obligation of Fairness for Editors)

① Editors shall provide the regulations on the research ethics of the institution to the referees and the researchers.

② Editors shall treat all submitted papers fairly and shall be responsible for the decision on publishing papers in the journal.

Article 9 (Reviewing of Papers)

① Editors may seek advice from a third party with expertise capable of judging papers under review, and may exclude any papers from review process if they are found unsuitable for the academic journal.

② Editors may not disclose contents of papers under review to anyone other than referees before the final decision on publishing is made.

Chapter 4: Ethical Obligation of Referees

Article 10 (Obligation of Fairness for Referees)

① Referees shall be obliged to review papers referred to by the Editorial Board earnestly and fairly on the basis of the review regulations.

② Referees shall respect the independence of authors as intellectuals with expertise, when evaluating their papers. They shall expound the reasons of evaluation in the referee reports on the papers.

Article 11 (Reviewing of Papers)

① Referees shall review the research results and data quoted in the papers with utmost care.

② Referees shall ensure confidentiality for the contents of papers under review. In the case that referees include other people's opinions in the review report, they shall notify such a fact to the Editorial Board.