

THE UNIVERSITY OF TOLEDO

Journal of Undergraduate Research

Research
Unlocking the
World

October 2012

Author & Coauthor Responsibilities

In this document, the word “research” also refers to “creative activity”.

Publishing in a professionally-refereed journal such as the *UT-Journal of Undergraduate Research (UT-JUR)* is a privilege and carries significant responsibility. By submitting manuscripts for consideration, the authors (first author and coauthors) and the faculty mentor endorsing this research affirm that this work conforms to the highest ethical standards of the Responsible Conduct of Research (RCR) code. The relevant points for publication are summarized below.

1. The research presented in the manuscript is original and/or builds or expands on previous research. The research must have been conducted by the author while the author was: i) a UT undergraduate student (on- or off-campus); ii) a non-UT undergraduate student conducting research at UT; or iii) a non-UT student mentored by a UT faculty member (off-campus).
2. If there are coauthors on the paper, each one should have made meaningful contributions to the work and should have had the opportunity to write/review/edit the manuscript. By the same token, all persons who made significant contributions to the work should be included as coauthors. Consistent with Point 1 above, the first author must have had undergraduate status when the research was conducted.
3. Each manuscript must have the endorsement of a faculty member (either UT or non-UT). The faculty member endorsing the manuscript must have full knowledge of all parts of the research even though they may or may not be identified as a coauthor.
4. This manuscript does not contain copied sections of previous publications without providing due citation of those publications. Likewise, all significant previous works are properly cited.
5. This manuscript is not being simultaneously submitted for publication in other journals.
6. If the research contains data, the data/results are entirely reported and not selectively reported or not reported depending on the point(s) the author(s) are making in the paper. Fabrication of data/results and/or theft of data/results are a violation of the RCR code, and therefore are strictly forbidden and may result in criminal and/or civil legal action.
7. All pertinent information (data, results, methodology, procedure, notes, etc.) of the research will be properly maintained and archived for a reasonable length of time.
8. The author(s) should alert the editorial board if the research contains patentable and/or proprietary material so appropriate courses of action are taken prior to publication.
9. If the *UT-Journal of Undergraduate Research* agrees to publish the manuscript, the author(s) will grant UT-JUR publication rights as indicated in the Copyright Agreement.