

## **Guidelines for Ethics & Malpractices**

### ➤ **Responsibilities of Authors:**

Authors are expected to present original research that has not been published elsewhere. All data, methods, and findings should be accurately reported, without fabrication, falsification, or inappropriate data manipulation. Authors must properly acknowledge the contributions of others, including citing relevant work. Plagiarism, in any form, is unacceptable and will result in the rejection of the submitted paper. Furthermore, authors should disclose any potential conflicts of interest that might influence the results or interpretation of their work. Submitting the same manuscript to multiple conferences or journals simultaneously is considered unethical and is strictly prohibited.

### ➤ **Responsibilities of Reviewers:**

Reviewers play a critical role in the peer review process, and they are expected to provide fair, objective, and constructive feedback on submitted manuscripts. They should evaluate the work based on its intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors. Reviewers must maintain the confidentiality of the manuscripts they review and must not use information obtained during the peer review process for personal gain. Any potential conflicts of interest should be disclosed to the editorial board, and reviewers should recuse themselves from the review process if they feel unable to provide an impartial evaluation.

### ➤ **Responsibilities of the Editorial Board:**

The editorial board is responsible for ensuring the integrity of the publication process. They should make decisions on submissions based solely on the academic merit of the work and its relevance to the conference's scope. The editorial board must ensure that the review process is conducted fairly, confidentially, and without bias. They are also responsible for identifying and addressing any ethical issues that may arise, such as suspected plagiarism, data manipulation, or conflicts of interest. The board is committed to maintaining transparency throughout the publication process and will take appropriate action in cases of malpractice, which may include rejecting manuscripts, issuing retractions, or reporting misconduct to the authors' institutions.

### ➤ **Handling Ethical Misconduct:**

The "conference Name" takes ethical misconduct seriously and has established procedures to address such issues. If unethical behaviour is suspected, the editorial board will investigate the matter thoroughly. If misconduct is confirmed, appropriate actions will be taken, which may include the rejection of the manuscript, notifying the authors' institutions, and banning the

authors from future participation in the conference. All investigations and actions will be conducted in accordance with the principles of fairness, confidentiality, and transparency.

➤ **Plagiarism Prevention:**

To maintain the integrity of the conference proceedings, all submitted manuscripts will be screened for plagiarism using specialized detection software. Manuscripts found to have a similarity index exceeding 10% will be scrutinized, and authors may be asked to revise or provide explanations for the overlaps. Instances of confirmed plagiarism will lead to the rejection of the manuscript and may result in further disciplinary actions.