Compliance of *Science Editing* to the Principles of transparency and best practice in scholarly publishing

(joint statement by COPE, DOAJ, WAME, and OASPA; http://doaj.org/bestpractice)

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1. **Website:**
   - The URL address of official journal website: https://www.escienceediting.org/
   - Aims & Scope statement: It is described at the masthead page.
   - Readership: It is primarily for scientific journal editors and personnel who works for scientific journals. Its readership can be expanded to other positions: Researchers on journal publishing and bibliometrics can get the recent topics of journal publishing and editing; Professors on communication can access and adopt a variety of data for education; Students can understand the recent trends of the journal publishing and editing; Policy makers are able to reflect the results of the articles to the nation-wide science promotion policies; The scientists are able to read the advancement in the journal to be submitted so that they have a better knowledge on the journal selection.
   - Authorship criteria: It is described at the Instructions to authors.
   - Duplicate submission and redundant publication: It is described at the Instructions to authors.

2. **Name of journal**
   - The official journal title is *Science Editing*. Abbreviated title is Sc Ed.

3. **Peer review process**
   - It is described at the Instructions to authors. We adopts double-blind peer review.

4. **Ownership and management**
   - Information about the ownership: This journal is owned by the publisher, the Korean Council of Science Editors (https://www.kcse.org/)
   - Management team of a journal
     - Journal management team (2020-2022)
       - Journal Manager: Kihong Kim, Ajou University, Korea
       - Manager of the Review Process: Jung A Kim, Hanyang University, Korea
     - Ethics Editor: Cheol-Heui Yun, Seoul National University, Korea
     - Statistics Editor: Yong Gyu Park, The Catholic University of Korea, Korea
     - Manuscript Editor: Jae Hwa Chang, Infolumi, Korea;
     - Layout Editor: Da Hye Lee, Academya, Korea
     - Website and JATS XML File Producers: Minyoung Choi M2community, Korea; Jeonghee Im, M2community, Korea
     - Administrative Manager: Jisoo Yoon, Korean Council of Science Editors, Korea

5. **Governing body**
   - The governing body is the journal’s editorial board.

6. **Editorial team and contact information**
   - Editorial team is available from Editorial Board page at the front part of the journal.
   - Contact information
     - Jisoo Yoon
       - Administrative Manager
       - 22, Teheran-ro 7-gil, Gangnam-gu, Seoul 06130, Korea
       - Tel: +82-2-3420-1390, Fax: +82-2-563-4931,
       - E-mail: kcse@kcse.org

7. **Copyright and licensing**
   - Copyright policy: All published papers become the permanent property of the Korean Council of Science Editors. Copyrights of all published materials are owned by the Korean Council of Science Editors. Permission must be obtained from the Korean Council of Science Editors for any commercial use of materials. Every author should sign the copyright transfer agreement forms.
   - Licensing information: This is an open-access journal distributed under the terms of the Creative Commons Attribution Non-commercial license, which permits unrestricted use, distribution, and reproduction in any medium, provided the original work is properly cited for non-commercial purpose (http://creativecommons.org/licenses/by/4.0/).
   - Deposit policy: According to the deposit policy (self-
Publication ethics

When the journal faces suspected cases of research and publication misconduct such as redundant (duplicate) publication, plagiarism, fraudulent or fabricated data, changes in authorship, an undisclosed conflict of interest, ethical problems with a submitted manuscript, a reviewer who has appropriated an author’s idea or data, complaints against editors, and so on, the resolution process will follow the flowchart provided by the Committee on Publication Ethics (http://publicationethics.org/resources/flowcharts). The discussion and decision on the suspected cases are carried out by the Editorial Board.

Journal policies on authorship and contributorship: It is described at the Instructions to authors.

How the journal will handle complaints and appeals: The policy of the journal is primarily aimed at protecting the authors, reviewers, editors, and the publisher of the journal. If not described below, the process of handling complaints and appeals follows the guidelines of the Committee of Publication Ethics available from: https://publicationethics.org/appeals

Who complains or makes an appeal?: Submitters, authors, reviewers, and readers may register complaints and appeals in a variety of cases as follows: falsification, fabrication, plagiarism, duplicate publication, authorship dispute, conflict of interest, ethical treatment of animals, informed consent, bias or unfair/inappropriate competitive acts, copyright, stolen data, defamation, and legal problem. If any individuals or institutions want to inform the cases, they can send a letter to editor For the complaints or appeals, concrete data with answers to all factual questions (who, when, where, what, how, why) should be provided.

Who is responsible to resolve and handle complaints and appeals?: The Editor, Editorial Board, or Editorial Office is responsible for them.

What may be the consequence of remedy?: It depends on the type or degree of misconduct. The consequence of resolution will follow the guidelines of the Committee of Publication Ethics (COPE).

Journal policies on conflicts of interest / competing interests: It is described at the instructions to authors.

Journal policies on data sharing and reproducibility: Open data policy: For clarification on result accuracy and reproducibility of the results, raw data or analysis data will be deposited to a public repository after acceptance of the manuscript. Therefore, submission of the raw data or analysis data is mandatory. If the data is already a public one, its URL site or sources should be disclosed. If data cannot be publicized, it can be negotiated with the editor. If there are any inquiries on depositing data or waiver of data sharing, authors should contact the editorial office. Clinical data sharing policy: This journal follows the data sharing policy described in “Data Sharing Statements for Clinical Trials: A Requirement of the International Committee of Medical Journal Editors” (https://doi.org/10.3346/jkms.2017.32.7.1051). As of July 1, 2018 manuscripts submitted to ICMJE journals that report the results of interventional clinical trials must contain a data sharing statement as described below. Clinical trials that begin enrolling participants on or after January 1, 2019 must include a data sharing plan in the trial’s registration. The ICMJE’s policy regarding trial registration is explained at https://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html. If the data sharing plan changes after registration this should be reflected in the statement submitted and published with the manuscript, and updated in the registry record. All of the authors of research articles that deal with interventional clinical trials must submit data sharing plan. Based on the degree of sharing plan, authors should deposit their data after deidentification and report the DOI of the data and the registered site.

Journal’s policy on ethical oversight: When the Journal faces suspected cases of research and publication misconduct such as redundant (duplicate) publication, plagiarism, fabricated data, changes in authorship, undisclosed conflicts of interest, an ethical problem discovered with the submitted manuscript, a reviewer who has appropriated an author’s idea or data, complaints against editors, and other issues, the resolving process will follow the flowchart provided by the Committee on Publication Ethics (http://publicationethics.org/resources/flowcharts). The Editorial Board will discuss the suspected cases and reach a decision. We will not hesitate to publish
errata, corrigenda, clarifications, retractions, and apologies when needed.

vi. Journal’s policy on intellectual property: All published papers become the permanent property of the Korean Council of Science Editors. Copyrights of all published materials are owned by the Korean Council of Science Editors.

vii. Journal’s options for post-publication discussions and corrections: The post-publication discussion is available through letter to editor. If any readers have a concern on any articles published, they can submit letter to editor on the articles. If there founds any errors or mistakes in the article, it can be corrected through errata, corrigenda, or retraction.

11. Publishing schedule
It is to be published biannually. Supplement issues may be published.

12. Access
This is an open access journal distributed under the terms of the Creative Commons Attribution license (http://creativecommons.org/licenses/by/4.0/), which permits unrestricted non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited.

13. Archiving
Is is accessible without barrier from National Library of Korea (http://nl.go.kr) in the event a journal is no longer published.

14. Revenue sources
Revenue sources of journal were from the support of publisher (the Korean Council of Science Editors), Korea Government’s support, and advertising rates.

15. Advertising
Science Editing accepts advertisements on the following basis:

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