

IBEROAMERICAN ELECTRONIC JOURNAL

(REIB)

Declaration of ethics and good practices

The Journal follows the criteria established in the Committee on Publication Ethics (COPE) as a Code of Conduct to guarantee the ethics, transparency, and good practices that are required in academic publications.

The direction of the Journal and all the members of the editing team will ensure, within their capacities, that all the principles in this matter are respected.

Peer review

All articles will be formally reviewed and corrected, if applicable, by the Editorial Board under the review criteria set by the REIB.

Only those writings that, being unpublished, meet the requirements set by the REIB, will be published once they have been evaluated and supervised by the Journal's Management. In any case, the novelty and originality of the arguments, the impact of the matter on Ibero-American relations, as well as the relevance of the subject and the scientific quality will be kept in mind.

The external evaluation of the article proposals received is supervised by the REIB Management and is carried out by experts from the list of evaluators, which is renewed periodically. The articles received will be subjected to a blind peer review process that guarantees the quality and rigor of the publication. The anonymity of the author and the evaluator is guaranteed at all times. The evaluators prepare a report in which they can advise: a) publish the work; b) publish the work with modifications; c) reject its publication. If two evaluators do not agree on the result, a third evaluator will be appointed.

The decision to publish the work with modifications does not imply acceptance of its publication until its publication has been approved after the author has made all the modifications.

Articles rejected for publication may not be submitted again for evaluation. If they are submitted, they will not be submitted to the review process.

Responsibility of the authors

When submitting the manuscripts, the authors must certify their originality and authorship as their own. They must also certify that it has not been previously published or that the manuscript is under evaluation by other journals or books. The originals will not be returned to the authors.

In cases of co-authorship, both authors must indicate the degree of participation of each of them. In this sense, to accept a co-authored paper, the authors must have contributed significantly to the preparation of the manuscript.

Any changes, rectification or deletion suggested in the review process must have the consent of all concerned authors. In this sense, the responsibility of the co-authors is collective.

Authors must respect the rules established in the journal to guarantee an anonymous review process. By submitting the manuscript, the authors give their consent to participate in the double-blind review process. The authors undertake to rectify or make the pertinent corrections during the review process. The reasons for the rectifications or corrections may come from the author himself or from third parties. In any case, the authors agree to cooperate to rectify or correct the work.

By sending the manuscripts, the authors declare that they have fulfilled all the requirements for the identification of the sources used. It is an obligation of the authors to carry out a careful task in the identification of the sources used. Likewise, it is also an obligation of the authors to inform the Journal Management of any error or omission in the previous sense.

Authors should not use privately obtained information without the express authorization of the person serving as the source. Nor should information obtained by confidential services be used, with the exception of that authorized by the persons eventually affected.

The authors have the obligation to avoid any conflict of interest related to the work submitted to the journal, be it individuals, companies or institutions. To avoid possible conflicts of interest, when applicable, the author must provide information or clarification about her independence in carrying out the work, as well as stating sources of financing for carrying it out.

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Once the task of reviewer is accepted, the reviewers have the obligation to carry out their task ethically, objectively, and without prejudice towards the ideas held in the work. The reviewers have the obligation to inform the Management team of the Journal of their

qualification to review a manuscript, as well as express their commitment to comply with the deadline established for the delivery of the evaluation. Reviewers must inform at all times of any inconvenience or supervening cause that prevents them from carrying out their work.

Manuscripts received by reviewers will be treated as confidential documents. This implies not establishing communication with third parties or with the author about the review process, as well as the impossibility of sending information or contents of the work. There should be no communication between the authors and the reviewer. Reviewers must not use the ideas or content of an unpublished work for personal gain without the express permission of the author. They must maintain the confidentiality of unpublished work at all times.

Reviewers must carry out their evaluation task with scientific knowledge. No conclusion can be made without reasoning about the position assumed. The reviewers must communicate to the Management team of the Journal ethical problems present in the manuscripts. Any indication of plagiarism or similarity in the ideas must be brought to the attention of the Journal Management with the communication of the pertinent evidence.

The reviewers must ensure a correct indication of the sources and citations in the manuscript. They must carry out their evaluation task with attention to the novelty and originality of the arguments, the impact of the subject on Ibero-American relations, as well as the relevance of the subject and the scientific quality.

Reviewers should not perform their work if there are potential conflicts of interest. These conflicts may derive from relationships or some link with authors, institutions or companies related to the articles. In any case, reviewers must not obtain personal or academic benefits, or to benefit third parties, in terms of citations or sources. Citation suggestions must obey strict scientific reasons.

Responsibility of the editorial team

The acceptance or rejection of the manuscript for publication corresponds to the editorial team, who must ensure the quality and integrity of the review and publication process. The editorial team must carry out its evaluation task with attention to the novelty and originality of the arguments, the impact of the subject on Ibero-American relations, as well as the relevance of the topic and the scientific quality. The editorial team must ensure a correct indication of the sources and citations in the manuscript.

The editorial team has the obligation to guarantee a review process adjusted to ethics, impartiality and justice. The intellectual independence of the authors and the anonymity of the reviewers will be respected. The team should pursue a review process by at least two independent, external reviewers. It will be in charge of the selection of the reviewers according to their experience in the subject matter of the work. The representation of the reviewers will adjust, as much as possible, to the inclusion and diversity criteria.

The editorial team must take into account possible conflicts of interest in the review and publication process of the papers. These conflicts may derive from relationships or some link with authors, institutions or companies related to the articles. In any case, the editorial team must not obtain personal or academic benefits, or to benefit third parties, in terms of citations or sources. Citation suggestions must obey strict scientific reasons.

The editorial team must guarantee, when it is aware, that the process of evaluating and reviewing the articles does not discriminate for reasons of race, gender, sexual orientation, religious beliefs, ethnic origin, citizenship or any other reason for discrimination.

The editorial team must guarantee transparency and ethics that prevent the use of any action or measure to benefit the Journal for reasons unrelated to scientific and academic reasons. Throughout the review and publication process, the editorial team must guarantee the confidentiality of the manuscripts submitted to the journal. The foregoing is only excepted when there is authorization from the authors. The editorial team will be in charge of publishing any corresponding errata or corrections.

The editorial team is in charge of taking measures to avoid, as far as possible, plagiarism or misconduct. When there is a complaint or claim for any published material, the editorial team is in charge of carrying out all actions to guarantee the principles of ethics, integrity, and avoid conflicts of interest.

Conflict of interests

The editorial team must take into account possible conflicts of interest in the review and publication process of the papers. These conflicts may derive from relationships or some link with authors, institutions or companies related to the articles.

In the same sense, the editorial team must not obtain personal or academic benefits, or to benefit third parties, in terms of citations or sources. Citation suggestions must obey strict scientific reasons.

The authors, in turn, have the obligation to avoid any conflict of interest related to the work submitted to the journal, be it individuals, companies or institutions. To avoid possible conflicts of interest, when applicable, the author must provide information or clarification about her independence in carrying out the work, as well as stating sources of financing for carrying it out.

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In cases of misconduct by the authors, such as fraud regarding authorship or the existence of an unrecognized conflict of interest, the editorial team will notify the author so that he can offer the allegations he deems pertinent. The editorial team, with a maximum commitment to guaranteeing ethics in the publication, reserves the right to severely apply the sanctions it deems appropriate when this type of conduct is present, such as the withdrawal of the publication or the refusal to accept presentations from the authors or co-authors in the future who have incurred in this type of conduct. Editorials are also

expected to explain the actions taken by the editorial team in the face of this type of behavior, or communication to the institutions that finance the publication.

For when plagiarism behaviors are present, see “Use of plagiarism control”.