

# Publication Ethics and Malpractice Statement

*Anales Galdosianos*

## Ownership and Management

*Anales Galdosianos* is owned and published by the [Asociación Internacional de Galdosistas \(International Association of Galdós Scholars\)](#), a non-profit organization.

## Publishing Schedule

*Anales Galdosianos* is published annually, usually around November.

## Editorial Board

The Editorial Board of *Anales Galdosianos* is comprised of the following individuals:

**Founder:** Rodolfo Cardona

**Honorary Editors:** Rodolfo Cardona; Peter Bly; Hazel Gold; Alan E. Smith

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*Anales Galdosianos* and its editorial board adhere to a code of ethics based on the guidelines published by the Committee on Publication Ethics (COPE) that have been adapted to the particular aims of this journal.

The General Editor and the Assistant Editors shall:

1. Assign prospective articles to members of the Editorial Board who are best suited to evaluate the particular subject or theoretical approach of the essay in question. Editors may also ask specialists not on the editorial board to evaluate articles in their respective fields, if deemed necessary.
2. Maintain the anonymity of authors and evaluators throughout the review process.
3. Follow the recommendations of the reader reports provided by two essay evaluators. In the case of conflicting reader reports, the General Editor may either obtain a report from a third evaluator or make a final decision as to whether to accept or reject a manuscript.
4. In collaboration with authors, eliminate typographical, grammatical, formatting or content errors to ensure that each article published is of the highest quality and clarity.
5. Avoid potential conflicts of interest that could otherwise arise between authors, editors and evaluators.
6. Respect the freedom of expression of authors.
7. Reject and eliminate sexist and racist words or expressions.
8. Provide accepted authors with a publication contract that specifies the journal's copyright terms.
9. Publish corrections and retractions when an error has been committed.
10. Refrain from disseminating article content before publication without the express permission of the author.
11. Respond to instances of plagiarism and other inappropriate conduct with alacrity and resolve. Authors committing plagiarism shall not be published in *Anales Galdosianos*.

The Book Review Editor shall:

1. Select a reviewer who has demonstrated competence in the book's field.
2. In collaboration with reviewers, eliminate typographical, grammatical, formatting or content errors to ensure that each review published is of the highest quality and clarity.
3. Avoid possible conflicts of interest.
4. Respect the opinions and value judgments of the reviewer.
5. Reject and eliminate sexist and racist words or expressions.
6. Publish corrections and retractions when an error has been committed.
7. Provide reviewers with a publication contract that specifies the journal's copyright terms.
8. Refrain from disseminating the review's content before publication without the express permission of the author.

## Authors and Author Responsibilities

The authors of articles and book reviews submitted to *Anales Galdosianos* shall:

1. Submit unpublished, original work that is not under consideration elsewhere.
2. Endeavor to uphold the highest standards of academic rigor.
3. Not commit plagiarism.
4. Follow the standards and rules outlined in the [Author Guidelines](#).
5. Where necessary, disclose sources of project funding.
6. Collaborate with editors in the revision of final proofs.
7. Comply with the final decision of the General Editor provided that correct editorial procedures have been followed.
8. Sign a contract agreeing to the copyright terms of the journal.
9. Publish corrections and retractions when an error has been committed.

## Peer-review Process

*Anales Galdosianos* uses double-blind peer review to evaluate work submitted to the journal for publication. This process adheres to [COPE's Ethical Guidelines for Peer Reviewers](#).

Individuals who evaluate prospective articles for *Anales Galdosianos* shall:

1. Maintain the confidentiality of reader reports and avoid including information that might compromise the anonymity of the report and/or reveal the evaluator's identity.
2. Comply with and complete the standardized reader report that will be distributed to each evaluator.
3. Avoid the use of subjective criteria in the evaluation process.
4. Never appropriate the content of an unpublished manuscript for one's own research or other personal gain.
5. Adhere to evaluation deadlines established by the General Editor.

Editors shall oversee this process in line with the duties and responsibilities mentioned in this document and look out for [warning signs of manipulation of peer-review](#). For more information, see Editorial Board.

## Publication Ethics

### Misconduct

*Anales Galdosianos* uses the definitions and follows the guidelines outlined in [COPE Guidelines on Good Publication Practice](#). As outlined in this document, we define Misconduct as intention to cause others to regard as true that which is not true. This may be intentional or unintentional. Editors are ethically obliged to take all instances of misconduct seriously and respond with best practices and the aims of the journal in mind. When investigating instances of misconduct, editors shall consider the intention of the author as well as the act itself. In the case of serious misconduct, it may be necessary to alert the employer of the author and pass on any relevant

evidence. Editors may determine this response is not necessary in less serious cases, and will consult with other experts as necessary. Depending on the situation, editors will respond to misconduct by issuing letters of explanation or reprimand, publishing a notice of redundant publication or plagiarism, or retracting the paper from the publication.

In cases of plagiarism, copyright infringement, or other forms of misconduct, it may be necessary to issue a correction or retraction. In line with COPE's [Retraction Guidelines](#), notices of retraction shall state who is retracting the article and the reason for retraction. This notice shall clearly identify the retracted article, be linked to the article (including in electronic editions), and be published promptly. If there is not enough evidence of misconduct or the editors determine a retraction is not necessary, a correction may be published to address errors and concerns. For more information on this process, see COPE's [Retraction Guidelines](#).

## Conflicts of interest

Authors are expected to disclose any potential conflicts of interest, including financial, to the editorial board. Editors commit to avoiding potential conflicts of interest or disclosing them to their readers.

## Plagiarism

Authors committing plagiarism shall not be published in *Anales Galdosianos*. In line with [COPE Guidelines on Good Publication Practice](#), the journal defines plagiarism as the unreferenced use of others' published and unpublished ideas under "new" authorship of a complete paper. This may occur at any state of the writing and publication process, and it applies to print and electronic versions. Authors are expected to disclose all sources used and seek permission for use of others' written or illustrative material. Authors are similarly expected to adhere to the [Author Guidelines](#) of the journal. Editors shall respond to instances of plagiarism in line with the duties outlined in this document and [COPE Guidelines on Good Publication Practice](#).

### Action

(1) All sources should be disclosed, and if large amounts of other people's written or illustrative material is to be used, permission must be sought.

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The journal will publish the work in a timely manner. The journal may choose, for any reason, to not publish the work of an author. In that case, the journal will inform the author and the rights revert to the author.

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