

## *Taiwan Journal of Linguistics*

### Publication Ethics and Publication Malpractice Statement

*Taiwan Journal of Linguistics* requires editors, authors, and reviewers to understand and fulfill their responsibilities. Guidelines listed in this document follow the suggestion of the Committee on Publication Ethics (COPE).

#### Editor-in-Chief and Editorial Board

1. The editors should evaluate manuscripts solely on their intellectual merit. Factors such as race, gender, background, nationality, religion, political beliefs, school of thought, or commercial influence should be inconsequential to the screening or review process.
2. The editors must ensure that submissions do not involve plagiarism or other forms of copyright infringement, and handle any cases of misconduct appropriately.
3. The editors and editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, or editorial staff involved in the review process. Documents exchanged between authors and reviewers must also remain anonymous.
4. The editors should ensure constructive communication channels between authors and reviewers.
5. Editors must maintain the quality of the journal by making objective decisions about whether to send manuscripts for peer review and, based on the reviewers' feedback, determining whether they meet the journal's publication standards and should be published.

#### Reviewers

1. Reviewers should decline review invitations if they have conflicts of interest with any of the authors.
2. Reviewers should evaluate manuscripts impartially, offering improvement suggestions based on their expertise and credible references.
3. Reviewers should ensure that manuscripts are not significantly similar to or overlapping with any previously published work. If any unethical behavior is identified, they must report it to the editors immediately.

4. Reviewers must keep all manuscripts and relevant documents confidential, refraining from disclosing or using the information for personal purposes.
5. Reviewers should adhere to due date for submitting their reviews. If they cannot meet the due date, they should either decline the review invitation or request an extension from the editors.

## Authors

1. Authors must ensure the originality of their manuscript. All previous research must be cited or quoted in the text and be listed in the references section.
2. Individuals who have made significant contributions to the research should be listed as co-authors.
3. Authors must retain raw data and be prepared to provide it for editorial or peer review if requested.
4. Authors must be aware of and declare any potential conflicts of interest when submitting their manuscripts.
5. Manuscripts should comply with the guidelines outlined on the journal's 'Submission Information' page, and authors should revise their manuscripts to meet the journal's formatting requirements after its acceptance.
6. Authors should revise their manuscript based on reviewer's comments and response point by point to the comments.
7. Authors should maintain communication with the journal throughout the submission process and adhere to the due date for revisions. If they are unable to meet the deadline, they should inform the journal in advance.
8. Authors must report any critical errors in their published work to the journal for corrections or retractions. They are responsible for the accuracy of their work even after publication.

## Handling Misconduct

Editorial board members, reviewers, authors, and readers may report any unethical behavior to the EICs and provide evidence to support their claims at any time. The EICs will conduct an objective investigation thoroughly and, if sufficient evidence is found, take appropriate action. The journal may blacklist the individual, rejecting future submissions, and may report the case to the relevant institution or higher authority.