Portal de revistas científicas de la UNLa "Arturo Peña Lillo"

Guidelines for Scientific Journals Included in the Portal

Latest Version | June 2024

UNIVERSIDAD NACIONAL DE LANÚS
UNLa.

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FOUNDATIONS

The "Arturo Peña Lillo" portal, created in 2014 by Superior Council Resolution No. 002/14, brings together the scientific journals published within the framework of the National University of Lanús (UNLa). Its name is a tribute to the great editor Arturo Peña Lillo (Valparaíso 1917 – Buenos Aires 2009).

Its purpose is to enhance the visibility of the content published by the journals that make up the portal, promoting the consolidation of a community of practice composed of those involved in the direction, review, editing, publication, and distribution of scientific journals, as well as the areas responsible for supporting technological infrastructure, the directive areas that design research policies, and the academic-scientific community that legitimizes this joint effort.

In line with the Sara Network, bringing together an institution's scientific journals on a single portal allows, among other aspects:

- Designing consensual institutional policies related to the principles of open access and open science.

- Integrating multiple forms of knowledge that enable the understanding and implementation of complex technological developments, editorial policies, and new notions related to scientific editorial practice.

- Conducting joint training and sharing experiences.

- Reducing the costs of editorial services.

- Facilitating the adoption of new technologies through the implementation of a single editorial management platform.

Therefore, the portal is proposed as an organizational and collaborative node within the National University of Lanús.

As an editorial management system, the portal adopted the Open Journal Systems (OJS), an open-source software created by the Public Knowledge Project (PKP). This program allows each journal to configure and manage the processes of review, editing, publication, and distribution of its content in a decentralized manner.

The online implementation of this platform is the result of a collaborative project between the Directorate of Informatics; the Virtual Campus; the Institute of Collective Health; the Department of Productive and Technological Development, through the Bachelor's Degree in Systems; and, particularly, the journals *Salud Colectiva*, *Perspectivas en Políticas Públicas*, and *Perspectivas Metodológicas.*

With the aim of agreeing on criteria within the portal, as other national universities[1] have already done, this document recovers definitions proposed by various entities, such as:

- Principles of Transparency and Best Practices in Academic Publishing of the Committee on Publication Ethics (COPE)
- Quality characteristics of the 2.0 Catalog of the Regional Online Information System for Scientific Journals of Latin America, the Caribbean, Spain, and Portugal (Latindex)
- Resolutions of the National Council for Scientific and Technical Research (CONICET)
- Guidelines of the National Committee on Ethics in Science and Technology (CECTE)
- San Francisco Declaration on Research Assessment
- Helsinki Initiative on Multilingualism in Scholarly Communication
- UNESCO Recommendation on Open Science
- Diagnosis and guidelines for an open science policy in Argentina, from the Advisory Committee on Open and Citizen Science

GENERAL GUIDELINES

Definition of a Scientific Journal

According to Latindex Criteria, a scientific journal is a periodical publication that releases new content continuously within the declared periodicity of the journal itself. It publishes at least 40% of original research articles, review articles, essays, technical notes, book reviews, among other formats, which contribute to the journal's area of knowledge. It is encouraged that at least 50% of the published works come from authors external to the publishing entity and its editorial bodies. Scientific journals are

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[1] See, for example, the "Guidelines for Scientific Journals Edited in the Scope of the National University of La Plata," and the "Frequently Asked Questions" of the UNR Journals Portal.

distinguished by implementing an external peer review system (double-blind, single-blind, or open review) that ensures the scientific quality of their content.

Editorial Boards

Each journal has its own editorial board composed of researchers related to the journal's thematic area. The full names, institutional affiliations, and countries of the individuals comprising the editorial board (responsible editor, editorial committee, editorial board, or other designations) are explicitly stated. "Editorial openness" is promoted, meaning that at least two-thirds of the members of the editorial boards belong to institutions different from the publishing entity.

Instructions for Authors

Each journal prepares and makes available on its website the criteria for text presentation, submission methods, sections open for submission, text length according to each section, characteristics of the abstract (structured or unstructured), the thesauri chosen for the selection of keywords, the formats for presenting graphics and figures, as well as the bibliographic reference system that best fits the usual practices of its area of knowledge (Vancouver, Harvard, APA, etc.).

Online ISSN

Each journal has an ISSN for the electronic version, issued by the National ISSN Center and validated by the International ISSN Center, which is published on the homepage of its website.

Persistent Identifiers

Scientific journals that are part of the portal have access to the implementation of the Digital Object Identifier (DOI), through the membership financed by the National University of Lanús to Crossref. The DOI is a unique code for identifying digital objects such as scientific articles. It allows the interoperability of each record's metadata between different information systems, enriching and expanding the distribution of content and the use of alternative metrics for the usage and citation of published content.

Additionally, journals that are part of the portal have access to the implementation of ORCID validation, a persistent digital identifier for researchers, created and managed

by each researcher, which allows linking a persistent identification code with their professional information: affiliations, grants, publications, peer review, etc. ORCID allows sharing that personal academic information with other systems, ensuring recognition of all contributions, and reducing the risk of errors in authorship assignment.

Moreover, the portal provides the possibility for each journal to implement the Research Organization Registry (ROR), that is, the persistent identifier of institutional affiliations of the authors of the published articles.

EDITORIAL POLICIES OF THE PORTAL

Open Access Policy

The "Arturo Peña Lillo" Scientific Journals Portal of UNLa promotes "diamond" open access policies in which content is available in full text, freely and at no cost on the Internet, without embargo periods, and where the editorial production costs are not transferred to authors or readers. As noted by cOAlition S and Science Europe, diamond open access journals are editorial initiatives driven, directed, and managed by the scientific and academic community itself, and funded by universities, scientific societies, or research institutes under non-commercial models.

Open Science Policy

The journals that make up the portal encourage open science policies, such as the deposit and opening of primary research data, open innovation, the use of Creative Commons licenses, and alternative metrics. In line with the "UNESCO Recommendation on Open Science," open science policies combine "various movements and practices aimed at making multilingual scientific knowledge openly available, accessible to everyone, and reusable by all, enhancing scientific collaborations and information exchange for the benefit of science and society, and opening the processes of scientific knowledge creation, evaluation, and communication to social agents beyond the traditional scientific community." In this sense, stimulating open science policies implies fostering situated, contextualized science that seeks the disintermediation of processes, the adoption of open and inclusive technological infrastructures, greater transparency and agility in review

processes, and the opening of primary data within a framework of equitable collaboration.

Usage Licenses

The journals that are part of the portal distribute their content through Creative Commons licenses CC BY 4.0 (Attribution 4.0 International) or CC BY-NC 4.0 (Attribution-NonCommercial 4.0 International).

Data Deposit

Funding agencies increasingly require beneficiary teams to deposit raw research data in suitable public repositories to facilitate the preservation of datasets, validation of results, and potential reuse. Therefore, it is promoted that the journals included in the portal adopt a data deposit policy to promote and facilitate the deposit of research datasets in specialized repositories (e.g., SciELO Data) before their publication, so that the full citation of the deposited data can be included in the article. When it is not possible or viable for the data to be openly available due to confidentiality or sensitivity issues, the deposit is made with restricted access, ensuring controlled preservation in the future.

Digital Preservation

The institutional portal performs the digital preservation of its content through the PKP Preservation Network (PKP PN), which ensures that journals have access to a long-term digital preservation service for their content.

Indexing

El portal promueve y colabora con los cuerpos editoriales para la indización de las revistas en bases de datos de bibliografía científica como Latindex Catálogo, Bibliografía Latinoamericana en Revistas de Investigación Científica y Social (Biblat), Dialnet, Directory of Open Access Journals (DOAJ), Núcleo Básico de Revistas Científicas Argentinas, SciELO Argentina, Scopus y/o Web of Science. The portal promotes and collaborates with editorial bodies for the indexing of journals in scientific bibliography databases such as Latindex Catalog, Bibliografía Latinoamericana en Revistas de Investigación Científica y Social (Biblat), Dialnet, Directory of Open Access Journals (DOAJ), Núcleo Básico de Revistas Científicas Argentinas, SciELO Argentina, Scopus and/or Web of Science

The "Arturo Peña Lillo" Scientific Journals Portal of UNLa, following the guidelines of the National University of Lanús, recommends not including online advertisements. If the institution agrees and accepts that a journal may include advertising, the journal must explicitly state the policies adopted for including advertisements. Following the recommendations of the [International Committee of Medical Journal Editors](#), advertisements must be clearly identifiable as such, must not overlap with editorial content, and the responsible persons for the journals must have control and the ability to approve the advertisements to enforce the advertising policy.

PEER REVIEW POLICY

Each journal adopts the external review process that best suits its editorial policies (double-blind, single-blind, or open review) and details the steps and procedures for selecting, accepting, or rejecting submitted articles. According to the [Latindex Glossary](#), external review is defined as "the critical evaluation of manuscripts submitted to the journal, conducted by experts who are not part of the editorial board." A "double-blind" external review is one in which both parties (reviewers and authors) do not know each other's identities; a "single-blind" review is one in which one party is known to the other (e.g., reviewers know who the authors are or vice versa); and an open review is one in which both parties know each other's identities, and the signed reviews are made public ([Latindex Glossary](#)).

PUBLICATION ETHICS POLICY

Original and Unpublished

The journals included in the portal prioritize the publication of original content (written by those who declare authorship) and unpublished content (not previously published in another scientific journal).

Duplications

"Duplication" refers to content sent simultaneously to more than one journal, leading to unnecessary and unknowing evaluation, review, and publication work by two or

more journals. The journals included in the portal adopt the recommendations of the Committee on Publication Ethics (COPE) regarding the detection of a "Redundant (duplicate) publication in a submitted manuscript" and a "Redundant (duplicate) publication in a published article."

Authorship

The journals included in the portal promote authorship criteria aligned with the guidelines agreed upon by the international scientific community. According to the ICMJE, authorship can have significant academic, social, and financial implications, so all those listed as authors must be able to publicly assume responsibility for their article's content. All contributors who do not meet the authorship criteria should appear in the Acknowledgements section. The portal promotes the guidelines of the Committee on Publication Ethics (COPE) on "How to recognize potential authorship problems."

Policy on Plagiarism, Self-Plagiarism, Duplication, and Fragmentation

To ensure originality and avoid sending works to external review that exhibit plagiarism, self-plagiarism, or duplication, the journals included in the portal use Crossref's Similarity Check service, based on iThenticate software. Additionally, the portal promotes the tracking of online content to detect cases of result fragmentation or "salami slicing."

Correction and Retraction Policy

According to the ICMJE, errors are part of scientific practice and publication, and when detected, they require correction. New publication platforms allow the publication of corrections as a new version of the article and the identification of previous versions. If errors are detected after an article is published, journals adopt the guidelines on "Corrections, retractions, republications, and version control" from the ICMJE.

However, when errors are severe enough to invalidate the results and conclusions of an article, retraction may be required. According to the Committee on Publication Ethics (COPE), retraction is a mechanism to correct the literature and alert readers about articles containing erroneous or flawed data, rendering their results and conclusions unreliable and, therefore, must be removed from circulation. The retraction mechanism may be used in cases of redundant publication, plagiarism, peer review manipulation, unauthorized data reuse, copyright infringement, unethical research,

and/or undisclosed conflicts of interest that may have unduly influenced interpretations or recommendations. In any of these cases, journals adopt the COPE "Retraction Guidelines."

RESEARCH ETHICS POLICY

The journals that make up the portal draft their research ethics policies based on international guidelines for each area of knowledge and adopt the following national legislation and guidelines:

- Guidelines for ethical behavior in Social Sciences and Humanities, from the National Council for Scientific and Technical Research (CONICET)

- Argentina. Resolución 1480/2011 "Guía para Investigaciones con Seres Humanos".

- Argentina. Resolution 1480/2011 "Guide for Research with Human Beings."

- Ethical reference framework for biomedical research in humans, from the National Council for Scientific and Technical Research (CONICET)

- Proposals for socially responsible science and technology, from the National Committee on Ethics in Science and Technology (CECTE)

- Guide for the design, development, and ethical evaluation of social research in Health (Ministry of Health of the Nation)

- Universal Declaration on Bioethics and Human Rights

- Ethical Guidelines for Health-Related Research Involving Humans

Informed Consent Policy

The journals included in the portal adopt the "Guidelines for ethical behavior in Social Sciences and Humanities" from the National Council for Scientific and Technical Research (CONICET), which states that "research projects must not be conducted without obtaining the free and informed consent of participants. Research subjects may withdraw their participation at any time without any consequences for them. [...] Research subjects must be provided with all necessary information so that they can understand the consequences of participating in the project, the type and purpose of the research, and the sources of funding."

Research Ethics Committee

Additionally, they adopt <u>Resolution 1480/2011 "Guide for Research with Human Beings</u>," which establishes that "observational research involving surveys or interviews or routine diagnostic procedures or limited to the analysis of biological samples or data related to individuals, and experimental epidemiological or clinical research conducted with products or procedures already registered by the regulatory authority, requires obtaining informed consent from participants and initial and periodic evaluation by an Ethics Committee (CEI)."