

## Publication Ethics Statement

*The editors of Folia Turistica Journal (FT) follow a rigorous peer-review process and adhere to strict ethical principles and standards to ensure a high quality of scientific papers in the field of scholarly publishing. To ensure the highest level of scientific and editorial ethics, the Folia Turistica Journal follows the guidelines set out by the Committee on Publication Ethics (COPE - **Core Practices**) not-for-profit organizations which aim to support publishers and editors to achieve high standards in publishing ethics. Unfortunately, there are instances of plagiarism, falsification of data, manipulation of images, improper attribution of authorship, and the like. FT editors take such publishing ethics issues very seriously and are trained to deal with such cases with a zero-tolerance policy.*

### Authors wishing to publish their papers in FT must abide by the following:

- Any facts that might be perceived as a possible conflict of interest of the author(s) must be disclosed in the paper before submission.
- Authors should accurately present their research findings and objectively discuss their significance.
- The data and methods used in the research should be presented in sufficient detail in the paper for other researchers to replicate the results.
- At a minimum, authors should have raw data readily available for presentation to reviewers and journal editors, if requested. Authors must ensure that appropriate steps are taken to keep the raw data complete for a reasonable period after publication.
- Simultaneous submission of manuscripts to more than one journal is not tolerated.
- If errors or inaccuracies are discovered by authors after the paper has been published, the journal's editors should be notified immediately so that appropriate action can be taken.
- A paper should not include any information that has already been published. If you include already published figures or images, please obtain the necessary permission from the copyright holder to publish under a Creative Commons (CC BY-SA 4.0).
- All publications are copyrighted on the basis of the Berne Convention and the Universal Copyright Convention, exceptions being only cases allowed by national law
- Plagiarism, data fabrication, and image manipulation are not acceptable.
- Moreover, all publications should contain below information:

**Conflicts of Interest:** Authors must identify and declare any personal circumstances or interest that may be perceived as influencing the representation or interpretation of reported research results. If there is no conflict of interest, please state: *The authors certify that there is no conflict of interest with any financial organization regarding the material discussed in the manuscript.*

**Funding:** All sources of funding of the study should be disclosed. The funding agency should be written out in full and also include the grant number which can be included in brackets. The funding agency needs to be provided as "the Organization Name".

**Institutional Review Board Statement:** In this section, add the Institutional Review Board Statement and approval number for studies involving humans or animals. Please note that the Editorial Office might ask you for further information.

**Informed Consent Statement:** Any research article describing a study involving humans should contain this statement. Written informed consent for publication must be obtained from participating patients who can be identified (including by the patients themselves).

[More information can be found in Guide for Authors.](#)

The Folia Turistica Journal, maintains a strict policy regarding potential conflicts of interest involving editors, authors, and reviewers. Editors, authors, and reviewers are required to disclose any financial or personal relationships that could influence the integrity or impartiality of the publication process. Conflicts of interest will be carefully evaluated, and appropriate measures will be taken to ensure transparency and fairness in the peer review and editorial decision-making processes. In the case of publication of an article by members of the editorial board, all publishing processes are handled by an independent editor not associated with the manuscript's authorship, who processes the article according to the policy and rules of FT.

**All our publishing activities are guided by the following fundamental ethical values:**

**Authorship and contribution:** The journal adheres to clear criteria for authorship and contributorship such as: substantial contributions to the conception or design of the work, acquisition, analysis, or interpretation of data for the work; drafting the work or revising it critically for important intellectual content; and final approval of the version to be published. All authors and co-authors must meet authorship criteria and ensure that their manuscript is appropriately marked. Authors are encouraged to submit a clear statement regarding their contribution to their work.

**Originality:** Authors must ensure that the submitted manuscript was originally written by them. The work must not have been previously published or considered for publication elsewhere. If the work and/or words of others are included, they must be appropriately cited or quoted.

**Data access and citation:** Authors may be asked to provide raw data relevant to the article for editorial review. They should also be prepared to provide public access to such data. Data should be cited in the same way as citations from articles, books, and websites, and authors are obliged to include data citations as part of their reference list.

**Source acknowledgment:** Authors should appropriately mark each work in the manuscript contributed by others.

**Declaration and conflict of interest:** All submissions must include a disclosure of all relationships that could be perceived as creating a potential conflict of interest.

**Reporting standards:** Authors of original scientific papers should provide an accurate description of the work done and an objective discussion of its significance.

**Human and animal rights:** For studies involving experiments on humans, a compliance statement is required demonstrating that procedures were followed in accordance with the ethical standards of the relevant human experimentation committee (institutional and national). For studies involving reports of experiments on animals, authors are asked to indicate whether institutional and/or national guidelines regarding the care and use of laboratory animals were followed.

**Research ethics:** Our published research must obtain a statement of approval from the Institutional Review Board (IRB) and, where appropriate, informed consent. Clinical trials must be registered in clinical trial registries in accordance with local and international standards.

**Author ethical statement:** Authors are responsible for all aspects of their work (including full access to data, data integrity, and accuracy of data analysis) in ensuring a proper examination of issues related to the accuracy or integrity of any part of the work and resolved.

**Plagiarism:** Plagiarism is the act of copying text, ideas, images, or data from another source, even from your own publications, without citing the original source.

Text copied from another source must be enclosed in quotation marks and the original source must be cited. If the study design, structure, or language of the manuscript was inspired by previous works, it must be clearly cited.

FT takes responsibility for a rigorous review process along with strict rules and standards of scientific ethics. All manuscripts are screened by a trained editorial staff, then verified by an anti-plagiarism program.

**Image manipulation:** Do not manipulate or adjust image files in any way that could lead to misinterpretation of the information contained in the original image.

Improper manipulation includes inserting, enhancing, moving, or deleting features from the original image, grouping images that clearly should be presented separately, or modifying the contrast, brightness, or color balance to obscure, eliminate, or enhance certain information.

If improper image manipulation is detected and confirmed during the review process, the manuscript may be rejected.

If improper image manipulation is detected and confirmed after publication, the editors may correct or retract the published text.

The editors of view FT all allegations of publication irregularities and may contact the authors' institutions or funders if necessary. If evidence of wrongdoing is found, appropriate action will be taken to correct or retract the publication. Authors are expected to follow best ethical publishing practices when publishing in FT

**The Folia Turistica Journal follows a comprehensive procedure to address instances of plagiarism. If plagiarism is detected in a manuscript, the journal typically takes the following steps:**

**Initial Assessment:** Once plagiarism is suspected or identified, the editorial staff conducts an initial assessment to determine the extent and severity of the issue.

**Contacting the Author:** The author(s) of the manuscript are contacted and informed about the specific concerns regarding plagiarism. They are usually given an opportunity to provide an explanation or clarification.

**Detailed Investigation:** A more thorough investigation is conducted. This may involve comparing the manuscript with the original sources and consulting with experts or members of the editorial board.

**Decision Making:** Based on the investigation's findings, the editorial board makes a decision. The outcomes can vary depending on the severity of the plagiarism. Possible actions include:

- Rejection of the manuscript if it is under review.
- Retraction of the paper if it has already been published.
- A formal reprimand or warning to the author(s).
- Notification to the author's institution or other relevant organizations.

**Documentation and Record Keeping:** The case and its resolution are documented. This record helps maintain the integrity of the journal and can be used as a reference for future incidents.



### **Citation Policy:**

Authors should ensure that where the material is taken from other sources (including their own published writing) the source is clearly cited and that appropriate permission is obtained. Authors should also not engage in excessive self-citation of their own work. Moreover, they should not:

- copy references from other publications if they have not read the cited work.
- prefer to cite their own publications or those of their friends, peers, or institutions.
- cite advertisements or advertorial material.

### **Advertising**

FT does not accept and publish advertisements.

### **Journal Funding**

The journal is under the auspices of the parent institution: University of Physical Education in Kraków, Poland.

### **Submission Appeal or Complaint Process**

Authors seeking to submit an appeal or complaint regarding the editorial decision of their manuscript in the Folia Turistica Journal are encouraged to contact Editorial Office via email: [folia.turistica@awf.krakow.pl](mailto:folia.turistica@awf.krakow.pl). The appeal and complaint process typically involves providing detailed reasons for the appeal, along with any supporting documentation, which will be reviewed by the editorial board. Appeals and complaint will be handled with careful consideration and in accordance with established editorial policies.

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