

Riseup-PPD Publication Committee Guidelines for Publishing and Authorship (COST Action CA18138)

Version 1.0

Approved by the
Management Committee
on 25/10/2019



FACULDADE
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RISEUP-PPD



COST
EUROPEAN COOPERATION
IN SCIENCE & TECHNOLOGY



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A. CRITERIA FOR FUNDING OF OPEN ACCESS PAPERS

For papers to be considered for funding, they must:

- Be submitted to an open access journal or one where there is an option for open access publication - this should be a journal that is both relevant to the COST Action and of high quality in the field (NB no support will be given to support publication in predatory journals)
- Be already submitted or ready to be submitted (the intended submission date will be required);
- Be published (at least in early online access or similar) by the end of each grant period (based on submitted journal's average publication date); if this has not occurred then a reapplication for funding must be made in the new grant period, it is likely this will be granted though it cannot be guaranteed
- Reflect Riseup-PPD aims and goals, according to the Memorandum of Understanding (MoU), the Work and Budget Plan (WBP), and general philosophy (either by having a significant number of its authors being active members of the Action or by being cross-Working Group);
- Papers must be co-authored by Action Participants representing at least 3 different Participating COST Full Members / COST Cooperating Members (according to Vademecum, section 10.3);

Authors must:

- Provide a quote of the publication cost (either an official quote; one available at the journal's website or a screenshot)
 - Attempt to submit papers to highly quality, influential and relevant journals (Q1, impact factor as high as possible for the field, scope within Riseup-PPD's domain);
 - If a paper is rejected, authors must submit it again but must wait until the following grant period to apply for funding again;
 - A short statement of the contribution of each author must be provided when submitting the article to the publication committee;
- The total publication fee must not be greater than €2500 (subject to change by the Management Committee and Core Groups decision following Work and Budget Plan discussions). The committee may discuss that fees that are higher than this and in circumstances where the journal is of exceptional quality consideration may be given to a higher amount - a case as to the exceptional quality of the journal will need to be made by the authors.
- There will not be announced calls for applications – this will be an open call and funding attributed on a first come, first served basis. As we do not anticipate that many papers will fulfill all the conditions, we believe this to be a good solution.

- We encourage consultation of the COST Guidelines Communicating and Exploiting COST Action Results and Outcomes document (in this case, of special interest is section 2).
- Applications must be submitted to the chair of the publication committee, Julie Jomeen (J.Jomeen@hull.ac.uk), and to the Grant Manager André Silva (andremms@fpce.uc.pt). Guidance regarding the submission process will be developed, published and added to this document in a future version.

B. CRITERIA FOR AUTHORSHIP

Authorship ranking:

- The first author is the person who did most of the work on the paper;
- We particularly encourage papers written under the leadership of early career researchers and/or researchers from an Inclusiveness Target Country
- The second most significant contributor has the right to decide her/his position as author (second, third, last, etc.);
- This process will continue with all remaining authors until all are distributed according to level of contribution and preference;
- Other authorship rules:
 - Authorship where possible should be decided in advance, prior to work having started or, in the case that being impossible, as soon as feasible and by agreement of all – this can, of course, be adjusted by majority decision during manuscript writing;
 - After the manuscript is submitted to the Committee and/or to a journal, author position should ideally remain unchanged. If author position does change then a short statement justifying that change should be submitted to the publication committee;
 - A short statement of the contribution of each author must be provided when submitting the article;
 - Authorship is based on the following International Committee of Medical Journal Editors (ICMJE) criteria:
 - a) Conception OR design OR the acquisition OR analysis OR interpretation of data; AND
 - b) Drafting the work OR be advising on content; AND
 - c) Approve the final draft of the manuscript and subsequent revisions; AND
 - d) Agree as to the accountability of work done by the authors;
 - Those who have contributed to a publication, but who do not meet all four criteria should be acknowledged in the publication.

In the eventuality that one or more authors are members of the Committee, those will refrain from voting, discussing or otherwise deciding upon a decision concerning an article they are author(s) of

C. ACKNOWLEDGING RISEUP-PPD IN PAPERS AND IN PRESENTATIONS

All publications generated from work performed by Action Participants must include, display and respect the COST corporate identity adhering to the brand guidelines detailed in the COST brand book, available for download at: <https://www.cost.eu/visual-identity>

To summarise, journal articles should have the following in the acknowledgements: This article/publication is based upon work from COST Action Riseup-PPD (CA18138), supported by COST (European Cooperation in Science and Technology). www.cost.eu

If there are no space constraints, between the statement and the link there should be an extra statement: COST (European Cooperation in Science and Technology) is a funding agency for research and innovation networks. Our Actions help connect research initiatives across Europe and enable scientists to grow their ideas by sharing them with their peers. This boosts their research, career and innovation.

Regardless of these general and specific rules provided by COST, we can sub-divide outputs into the below.

1. Direct paper (action wide) – paper that has a direct link to Riseup-PPD and that we said we would do in the MoU or WBP.

Format

Author by-line

Author 1, Author 2 etc. 'for COST Action Riseup-PPD CA18138'

Acknowledgements

Use 'The COST Action Riseup-PPD CA18138 contributors

 (List names of all members as identified by action chair at time of submission). This work is (or 'was') supported by the COST under COST Action Riseup-PPD CA18138.

2. Direct paper (work group specific) – paper that has a direct link to Riseup-PPD and that we said we would do in the MoU or WBP but limited to one or more working groups (e.g., systematic review papers).

Format

Author by-line

Author 1, Author 2 etc.

Acknowledgements

‘This paper is part of the COST Action Riseup-PPD CA18138 and was supported by COST under COST Action Riseup-PPD CA18138.’

3. Indirect paper – paper that has an indirect link to Riseup-PPD but was not mentioned specifically in the MoU or WBP.

Format

Author by-line

Author 1, Author 2 etc.

Acknowledgements

‘This paper contributes to the COST Action Riseup-PPD CA18138’ or ‘This paper arises from contributions provided through COST Action Riseup-PPD CA18138’.

D. FINAL EVALUATION

In all cases, the Publication Committee has the right to decide by majority, cases in which the criteria are not enough to make a judgement or in which there are doubts on how to proceed.