

## RESEARCH PUBLICATION/PRESENTATION CODE OF ETHICS<sup>1</sup>

Research papers submitted for publication or presentation at professional conferences should conform to the following policies:

1. Multiple Submissions:

An author must not submit the same manuscript for simultaneous consideration by two or more journals. If a manuscript is rejected by one journal, an author may then submit it to another journal.

2. Duplicate Publication:

An author must not submit a manuscript published in whole or in substantial part in another journal or published work. Exceptions may be made for previous publication (a) in a periodical with limited circulation or availability (e.g., a government agency report) or (b) in an abstracted form (e.g., a convention proceedings). Any prior publication should be noted and referenced in the manuscript, and the author must inform the editor of the existence of any similar manuscripts that have already been published or submitted for publication or that may be submitted for concurrent consideration to the journal or elsewhere.

3. Piecemeal Publication:

Investigators who engage in systematic programs of research report their results from time to time as significant portions of their programs are completed. This is both legitimate and inevitable in research programs that are on very large scales or of several years' duration. In contrast to this kind of publication, articles are received in which a single investigation has been broken up into separate manuscripts submitted seriatim. Authors are obligated to present work parsimoniously and as completely as possible. Data that can be meaningfully combined within a single publication should be presented together. Authors who wish to divide reports of studies into more than one article should inform the editor.

4. Authorship:

Authorship is reserved to those who make major contributions to the research. Credit is assigned to those who have contributed to a publication in proportion to their professional contributions. Major contributions of a professional character made by several persons to a common project are recognized by joint authorship, with the individual who made the principal contribution listed first. Minor contributions of a professional character and extensive clerical or similar assistance may be acknowledged in endnotes or in an introductory statement. Acknowledgement through specific citations is made for unpublished as well as published material that has directly influenced the research or writing. Individuals who compile and edit material of others for publication publish the material in the name of the originating group, if appropriate, with their own names appearing as chairperson or editor. All contributors are to be acknowledged and named.

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<sup>1</sup> This version of the Code of Ethics was adopted in May 2006 by the Society for Research in Music Education of the National Association for Music Education (formerly MENC). This material is based on the following sources: *Publications Manual* of the American Psychological Association, 5<sup>th</sup> ed. (Washington, DC: APA, 2001), and "Ethical Principles of Psychologists and Code of Conduct" (APA, 2000) found at <http://www.apa.org/ethics/>.

5. Copyright:

Once an article is accepted, an author transfers literary rights on the published article to the publishing organization (e.g., NAFME, AMTA) so that the author and the association are protected from misuse of copyright material. An article will not be published until the author's signed copyright transfer has been received by the national office of the publishing organization. Contributors are responsible for obtaining copyright clearance on illustrations, figures, or lengthy quotes used in their manuscripts that have been published elsewhere.

6. Conference Presentation:

Papers submitted for presentation via any format (i.e., posters, paper-reading sessions) should not have been presented at another major conference. If the data have been presented in whole or substantive part in any forum, in print, or at previous research sessions, a statement specifying particulars of the above must be included with the submission.

7. Ethical Conduct and Institutional Review Compliance

Authors are expected to comply with APA ethical standards (<http://www.apa.org/ethics/code/index.aspx>) and institutional and federal regulations on the treatment of human subjects.

*Note:* Any violation of the Code of Ethics will result in immediate rejection of the manuscript/paper, without further consideration.