

# ACTA VETERINARIA EURASIA

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Authors retain the right to self-archive their work on their institutional or personal websites, as well as in open access repositories, after publication. It is expected that authors appropriately acknowledge the original publication and include the DOI number when sharing their articles. Additionally, authors are requested to provide a link from the deposited version to the URL of the publisher's website. This requirement is intended to safeguard the integrity and authenticity of the scientific record, with the online published version on the publisher's website clearly identified as the definitive version of the record.

## **Publication Fee Policy**

Acta Veterinaria Eurasia is funded by the İstanbul University-Cerrahpaşa. Authors are not required to pay fees during the evaluation and publication process.

## **Advertising Policy**

Acta Veterinaria Eurasia accepts digital advertisements on its website. These ads must be approved by the journal's Editorial Board and management and must be clearly labeled as advertisements. Advertisers do not influence on editorial decisions or advertising policies.

Those interested in advertising in the journal should contact the Editorial Office.

## **Peer Review Process**

Manuscripts submitted to Acta Veterinaria Eurasia will go through a double anonymized peer-review process where authors and reviewers are anonymous. Each submission will be reviewed by at least two external, independent peer reviewers who are experts in their fields in order to ensure an unbiased evaluation process.

Submissions will first go through a technical evaluation process during which the editorial office staff will ensure that the manuscript was prepared and submitted in accordance with the journal's guidelines. Submissions that do not conform to the journal's guidelines will be returned to the submitting authors with technical correction requests.

Submissions that conform to the journal's guidelines will be assigned to the Editor in Chief who will assess each

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submission's suitability to the journal in terms of scope and quality. Submissions that are not suitable for the journal can be rejected at this stage.

For papers suitable for the journal, the Editor in Chief will work with Editors who will recruit reviewers for the manuscript. Once assigned, Editors can decide to reject a manuscript, continue with the peer review process, or request revisions before further peer review.

Editors will submit their recommendations based on reports submitted by the reviewers to the Editor in Chief. Revised manuscripts will be reassessed by the Associate Editors, who will aim to work with the original reviewers to make a new recommendation.

The Editor in Chief is the final authority in the decision-making process for all submissions.

In the event of delays, authors will be informed of the reason for the delay and given the opportunity to withdraw their manuscript.

Once the peer-review process is completed, the authors will receive anonymous peer-review reports along with the editorial decision on their manuscript. Peer-review reports will not be posted publicly in any medium. The submitted material is considered confidential and must not be used in any way until after its publication. If it is suspected that a reviewer has appropriated an author's ideas or data, the Editorial Board will handle the matter in accordance with the relevant [COPE's guideline](#).

Authors can recommend peer reviewers during submission. The handling editor is the sole authority to decide whether or not recommended peer-reviewers will be invited to evaluate the manuscript.

Peer reviewers are required to adhere to the principles of [COPE's Ethical Guidelines for Peer-reviewers](#). These guidelines provide a framework for reviewers to follow in order to ensure the integrity and fairness of the peer review process. The Editorial Board follows [COPE's relevant flowchart](#) to minimize peer review manipulation. If there is suspicion of peer review manipulation after publication, the Editorial Board will follow the [appropriate flowchart of COPE](#).

Potential peer reviewers should inform the Editor of any possible conflicts of interest before accepting an invitation to review a manuscript. Informing the editor of potential conflicts of interest allows them to make an informed decision about whether or not to invite the potential reviewer to participate in the review process. It also helps to ensure the integrity and transparency of the review process.

Communications between Editors and peer reviewers contain confidential information that should not be shared with third parties.

Acta Veterinaria Eurasia will recruit external editors to handle peer review processes of manuscripts submitted by editorial board members.

If an article's peer review is an exception to the journal's usual policy, the type of review it received will be displayed on the article to ensure the transparency and accountability of the review process.

## **Revisions**

Submitting authors of manuscripts that require a "minor revision" or a "major revision" will receive a decision letter from the Editor in Chief. The decision letter will include the suggestions of the reviewers and editors along with a deadline to submit the revised and updated version of the manuscript.

When submitting a revised version of a paper, authors must submit a detailed "Response to the reviewers" that states point by point how each issue raised by the reviewers has been covered and where it can be found (each reviewer's comment, followed by the author's reply and line numbers where the changes have been made) as well as an annotated copy of the main document.

Revised manuscripts must be submitted within the time frame specified in the decision letter. If the revised version of the manuscript is not submitted within the allocated time, the revision option may be canceled. If the

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submitting author(s) believe that additional time is required, they should request an extension before the initial period is over.

## Publication Ethics

Acta Veterinaria Eurasia aims to adhere to the guidelines and core practices set by several organizations, including the [Committee on Publication Ethics \(COPE\)](#) guidelines, the [Principles of Transparency and Best Practice in Scholarly Publishing](#) (joint statement by [COPE](#), [DOAJ](#), [OASPA](#), [WAME](#)), and [Recommendations for the Conduct, Reporting, Editing, and Publication of Scholarly Work in Medical Journals](#) by [ICMJE](#). These guidelines and recommendations promote transparency, integrity, and best practices in scholarly publishing. By adhering to these standards, the journal aims to ensure that the research it publishes is of high quality and meets the ethical standards of the scientific community.

Medical research involving human subjects, including research on identifiable human material and data, should follow the [WMA Declaration of Helsinki](#), amended in 2013, to guide on issues such as obtaining informed consent from participants, protecting their privacy and confidentiality, and avoiding harm to study participants.

Acta Veterinaria Eurasia also adheres to the World Association of Medical Editors (WAME)'s [Recommendations on Publication Ethics Policies for Medical Journals](#). These recommendations guide on how to handle conflicts of interest, deal with suspected research misconduct, and ensure the integrity and transparency of the peer review process. By following these recommendations, the journal helps to ensure that the research it publishes meets the highest ethical standards.

Authors are advised to use [EASE Ethics Checklist for Authors](#) to ensure that their manuscripts comply with ethical standards and practices.

All research involving animal subjects, veterinary records, or animal tissues must adhere to ethical guidelines and be reviewed and approved by an appropriate committee, such as an institutional animal care and use committee (IACUC) or an ethics committee, before its execution. In the manuscript submitted for publication in Acta Veterinaria Eurasia, authors should mention the name of the ethics committee that reviewed and granted approval for the research, along with the ethics committee approval number and date. Furthermore, the journal may request authors to provide a copy of the ethics committee's approval during the manuscript submission process. This stringent review process ensures that the research involving animals has been appropriately evaluated and authorized and allows the journal to confirm that the study adheres to the ethical standards necessary for publication.

For studies involving animals, it is required to obtain approval of research protocols from an ethics committee. The ethics committee should review the research protocols to ensure that they are in compliance with relevant guidelines and regulations, such as the [Guide for the Care and Use of Laboratory Animals \(8th edition, 2011\)](#) and the [International Guiding Principles for Biomedical Research Involving Animals \(2012\)](#). These guidelines provide detailed information on how to conduct research involving animals ethically and humanely is widely recognized as the standard for such research.

They can use the ARRIVE checklist, which is designed to help authors provide this information in a clear and comprehensive manner.

In addition to the ethical treatment of animals, authors should also provide information on the measures taken to prevent pain and suffering. This is to ensure that the research is conducted in a humane manner, and to allow readers to verify that the research meets the relevant ethical standards.

If the manuscript reports the findings of a survey or interviews, the author must confirm that the participants gave their informed consent to participate in the study and for their personal details to be recorded if that is the case. If quotations or other attributable statements are included, these must be deidentified, or the manuscript must state that the person agreed to be named in the manuscript.

If a study is exempted from the ethics committee approval, the authors must present a statement from the ethics committee explaining the reason for the exemption. This is to ensure that the research was reviewed by

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an ethics committee and that the decision to exempt the study was made in accordance with the relevant guidelines and regulations.

Manuscripts those do not require ethical approval, the authors should explain the reason (For example; “Our study did not involve any invasive procedures on animals, therefore an ethics committee approval is unnecessary”)

If a manuscript is submitted to Acta Veterinaria Eurasia without ethics committee approval, the journal will review the manuscript according to the [COPE's Research, Audit and Service Evaluations guideline](#). This guideline provides guidance on how to handle manuscripts that do not have ethics committee approval, and allows the journal to assess the risks and potential ethical concerns associated with publishing the research.

If the journal determines that the lack of ethics committee approval is a significant concern, the manuscript may be rejected after editorial review. This is to ensure that the journal maintains high ethical standards and only publishes research that has been properly reviewed and approved by an ethics committee.

## Plagiarism and Ethical Misconduct

All submissions are screened by a similarity detection software (Crossref Similarity Check Powered by iThenticate) multiple times during the peer-review and/or production processes.

When you are discussing others' (or your own) previous work, make sure that you cite the material correctly in every instance.

Authors are strongly recommended to avoid any form of plagiarism and ethical misconduct that are exemplified below.

- **Citation manipulation:** The practice of manipulating the number of citations received by an author, journal, or other publication through various means, such as self-citation, excessive citation of articles from the same journal, or the inclusion of honorary citations or citation stacking.
- **Self-plagiarism (text-recycling):** The practice of using overlapping sections or sentences from the author's previous publications without properly citing them. This is considered to be a form of plagiarism, as it involves using someone else's work (in this case, the author's own work) without proper attribution.
- **Salami slicing:** The practice of using the same data from a research study in several different articles. This is considered to be unethical, as it involves reporting the same hypotheses, population, and methods of a study in multiple papers.
- **Data Fabrication:** The addition of data that never occurred during the gathering of data or experiments. This is considered to be a form of research misconduct, as it involves presenting false or misleading information as if it were real data.
- **Data Manipulation/Falsification:** The practice of manipulating research data with the intention of giving a false impression. This can include manipulating images, removing outliers or "inconvenient" results, changing data points, and other forms of manipulation. This is also considered to be a form of research misconduct, as it involves presenting false or misleading information as if it were real data.

In the event of alleged or suspected research misconduct such as plagiarism, citation manipulation, or data falsification/fabrication, the Editorial Board will follow the appropriate [COPE flowcharts](#) to ensure that the allegations or suspicions are handled in a fair, transparent, and consistent manner.

## AUTHORSHIP

All individuals listed as an author should meet the authorship criteria recommended by the [International Committee of Medical Journal Editors \(ICMJE\)](#). The ICMJE recommends that authorship is based on the following four criteria:

1. Substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work.
2. Drafting the work or reviewing it critically for important intellectual content.
3. Final approval of the version to be published.
4. Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or

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integrity of any part of the work are appropriately investigated and resolved.

In addition to being accountable for the parts of the work they have done, authors should also be able to identify which co-authors are responsible for specific other parts of the work to ensure that the contributions of all authors are accurately and appropriately acknowledged. Authors may use CRediT (Contributor Roles Taxonomy) to provide information about individual contributions at the time of submission. It is expected that all authors agreed upon their individual contributions as shared by the corresponding author. The authors' contribution statement will be published with the final article and should accurately reflect contributions to the work.

Furthermore, authors should have confidence in the integrity of the contributions of their co-authors. This means that they should trust that their co-authors have conducted the research in an ethical and responsible manner, and that the data and results presented in the manuscript are accurate and reliable.

Individuals who do not meet all four of the authorship criteria should not be included as authors on the manuscript. However, they can still be acknowledged on the title page of the manuscript for their contributions to the research in order to recognize the contributions of these individuals and to provide transparency about who was involved in the research.

If the editorial board suspects a case of ghost, honorary or gift authorship, the submission will be suspended and the [relevant COPE flowchart](#) and [COPE Policy on authorship and contributorship](#) will be followed.

## **Change of Authorship**

Any requests for changes to authorship, such as the removal or addition of authors, or changes in the order of authors, should be submitted to the editorial office with a letter stating the reasons for the change. The letter must be signed by all authors, including any who have been excluded.

The journal's Editorial Board will handle all requests for changes to authorship in a consistent and transparent manner, following the relevant [COPE flowchart guidelines](#). These procedures are in place to protect the integrity of the research and the reputation of all involved authors.

## **Declaration of Interests**

Acta Veterinaria Eurasia requires the [ICMJE Disclosure Form](#) to be filled in and submitted by all contributing authors of each manuscript in order to be informed about potential conflicts of interest of authors.

Acta Veterinaria Eurasia also requires and encourages individuals involved in the peer review process of submitted manuscripts to disclose any existing or potential competing interests that might lead to potential bias.

The Editorial Board will handle cases of potential competing interests of editors, authors, or reviewers within the scope of relevant [COPE](#) flowcharts and [ICMJE](#) recommendations.

## **The Role of Artificial Intelligence (AI) in Manuscript Preparation**

Acta Veterinaria Eurasia follows the guidelines outlined by the [Committee on Publication Ethics \(COPE\)](#) with regards to the utilization of AI and AI-assisted technology in manuscript preparation. Authorship encompasses a range of tasks that can only be performed by humans, and authors are accountable for ensuring the article's originality and possessing the requisite qualifications for authorship. While AI can be employed for language corrections during the article writing process (and this should be explicitly stated in the article), it cannot be included as an author, as it is essential to maintain the originality and quality of the article.

## **Financial Disclosure**

Acta Veterinaria Eurasia requires authors to disclose any financial support they received to conduct their research. This information should be included in the funding statement, which should be provided when the manuscript is submitted to the journal.

The funding statement should include the name of any granting agencies, the grant numbers, and a description of each funder's role in the research. If the funder had no role in the research, this should be stated in the

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funding statement as well. This information is important for readers to understand the potential biases and conflicts of interest that may exist in the research.

## **Post-Publication Correction Requests and Retractions**

All post-publication correction requests are subject to editorial review. The editorial board will review the request and determine whether the correction is necessary and appropriate. The decision to publish a correction will be based on the nature of the error, its potential impact on the article, and the availability of supporting evidence. The editorial board may also consult with the authors, reviewers, and other experts as needed to make its decision. If the correction request is approved, the article will be corrected in the journal's archive.

The Editorial Board reviews cases following journal policies, [ICMJE](#) and [COPE](#) guidelines.

If misconduct allegations are made by whistleblowers directly, the Editorial Board will follow the relevant [COPE's flowchart](#). The journal will act in accordance with the [COPE's flowchart](#) on how to respond to whistleblowers when concerns are raised about a published article on a social media site.

In some cases, an ombudsperson may be assigned to resolve claims that cannot be resolved internally.

To investigate potential ethical misconduct, the editorial board may share information with other editors-in-chief to conduct investigations more efficiently and effectively. If communication with the editor-in-chief is necessary, the editorial board will follow the relevant [COPE's recommendations](#).

If necessary, the journal may also contact institutions to inform them of suspected misconduct by researchers and provide evidence to support these concerns, following [COPE guidelines](#) in the process.

In the event of ethical misconduct concerns, the editors will investigate the case according to [COPE guidelines](#). If the investigation verifies the concern, the editors may issue a retraction notice. The retraction notice will be published in the journal and the article's record will be updated to reflect the retraction. The article will remain in the archives of the journal, but it will be clearly marked as retracted. The article's record will also be updated in the relevant indexes to reflect the retraction.

## **Withdrawal Requests**

Withdrawal requests for an article are reviewed by the editorial board of the journal. To request the withdrawal of an article, the authors must send a letter signed by all authors stating their request and the reasons for withdrawal to the journal editor. The editorial board will then review the request and make a decision based on the reasons provided by the authors. If the request is approved, the article will be withdrawn from the journal and the authors will be notified of the decision. It is important to note that authors should not submit their work to another journal for evaluation until the withdrawal request has been approved. This is to avoid any potential conflicts of interest or duplication of publication.

## **Appeals and Complaint**

The editorial board of the journal is responsible for addressing appeals and complaints in accordance with the [guidelines and recommendations of the COPE](#). If an author has an appeal or complaint, they should contact the editorial office directly to discuss their concerns. The editorial board will review the case and make a decision based on [COPE guidelines](#).

The editor-in-chief has the final authority in the decision-making process for all appeals and complaints. In some cases, an ombudsperson may be assigned to resolve claims that cannot be resolved internally. It is important to note that the journal follows a fair and transparent process for handling appeals and complaints, with the goal of preserving the integrity of the scientific record.

## **Preprint Policy**

Acta Veterinaria Eurasia does not consider preprints as prior publication, which means that authors are allowed to present and discuss their findings on a non-commercial preprint server before submitting their work to the journal.

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However, authors must provide the journal with the preprint server deposition of their article, along with its DOI, during the initial submission process.

If the article is accepted and published in the journal, it is the responsibility of the authors to update the archived preprint and link it to the published version of the article. This helps to ensure that readers can easily access the most up-to-date and accurate information.

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## DATA SHARING POLICY

As of 1 January 2019, a data sharing statement is required for the registration of clinical trials. Authors are required to provide a data sharing statement for articles that report the results of a clinical trial. The data sharing statement should indicate the items below according to the [ICMJE data sharing policy](#):

- Whether individual deidentified participant data will be shared
- What data in particular will be made available
- Whether additional, related documents will also be provided
- When the data will become accessible and for how long it will remain available
- The criteria for accessing the data, including who will have access, the purpose of the analysis, and the mechanism for obtaining the data

Authors are recommended to check the ICMJE data sharing examples at <http://www.icmje.org/recommendations/browse/publishing-and-editorial-issues/clinical-trial-registration.html>

While submitting a clinical trial to Acta Veterinaria Eurasia,

- Authors are required to make registration to a publicly accessible registry according to ICMJE recommendations and the instructions above.
- The name of the registry and the registration number should be provided in the Title Page during the initial submission.
- Data sharing statement should also be stated in the Title Page even if the authors do not plan to share it.

Clinical trial and data sharing policy of the journal will be valid for the articles submitted from August 2023.

## Disclaimer

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