

INSTRUCTION FOR AUTHORS

Nukleonika accepts manuscripts (original, review and invited papers, technical notes, letters to the editors) from the fields of nuclear sciences especially of nuclear chemistry, radiation chemistry, nuclear and radiation physics, chemistry of isotopes, radiobiology, and nuclear techniques in industry and environmental protection.

MANUSCRIPT SUBMISSION

Send one (1) copy of the manuscript with a cover letter, including the complete name, address, and email address of the communicating author, and a statement that all authors have approved the manuscript, addressed to:

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 Institute of Nuclear Chemistry and Technology
 16 Dorodna Str., 03-195 Warsaw, Poland
 E-mail: a.chmielewski@ichtj.waw.pl, nukleon@ichtj.waw.pl

Authors are encouraged to submit manuscripts electronically to the editor at the above email addresses.

For review, sending a single file in PDF format or a single MS Word file as an alternative is allowed. Final accepted manuscripts should be a text file in MS Word and separate files for figures.

Statement. Each manuscript must be accompanied by a statement that it has not been published elsewhere and that it has not been submitted simultaneously for publication elsewhere.

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MANUSCRIPT PREPARATION

Manuscript should be typed in Times or Times New Roman (12 points) font double-spaced with broad margins (2.5 cm). The pages should be numbered consecutively throughout the paper. Underline any words or phrases to be emphasized by italics. Do not use desktop publishing software. Keep the document as simple as possible and avoid complex formatting. Avoid abbreviations, diagrams, and references to the text in the abstract. The manuscript should be presented in the order indicated.

TITLE PAGE. The first page should contain the manuscript's title, full name and affiliation of all authors. Where available, the ORCID number should be included. Corresponding author should be indicated. For corresponding author email address is required.

ABSTRACT AND KEY WORDS. An abstract of not more than 250 words and up to six (6) keywords for coding and indexing are essential. It should be a factual, not descriptive, statement of study objectives, methods, principal results, and conclusions.

TEXT. The text should be organized into an introductory section, including the background and purpose of the study, and then into sections. In certain circumstances the nature of the report does not lend to this format.

ACKNOWLEDGMENTS. Individuals who were of direct help in the reported work should be acknowledged by a brief statement on a separate page immediately following the text.

REFERENCES. References should be numbered in the order of their appearance in the text. Journal abbreviations should be used according to ISO standard. References should follow the APA style.

1. Book

- **Book (one author)**

Format: Author. (Year of publication). *Book title*. Place of publication: Publisher.

Example: Baxter, R. (1982). *Exactly solvable models in statistical mechanics*. New York: Academic Press.

- **Book (two or more authors)**

Format: Author1, Author2, & Author3. (Year of publication). *Book title*. Place of publication: Publisher.

Example: Kleiner, F. S., Mamiya, C. J., & Tansey, R. G. (2001). *Gardner's art through the ages* (11th ed.). Fort Worth, USA: Harcourt College Publishers.

- **Book chapter or article in an edited book**

Format: Author(s) of chapter. (Year of publication). Chapter title. In Editors of the book (Eds.), *Book title* (Chapter page range). Place of publication: Publisher.

Example: Roll, W. P. (1976). ESP and memory. In J. M. O. Wheatley & H. L. Edge (Eds.), *Philosophical dimensions of parapsychology* (pp. 154-184). Springfield, IL: American Psychiatric Press.

- **Proceedings from a conference**

Format: Author(s). (Year of publication). Title. In Conference name, Date (Page range). Place of publication: Publisher.

Example: Field, G. (2001). Rethinking reference rethought. In Revelling in Reference: Reference and Information Services Section Symposium, 12-14 October 2001 (pp. 59-64). Melbourne, Victoria, Australia: Australian Library and Information Association.

- **ebook**

Format: Author(s). (Year of publication). *Title*. Publisher. Retrieving date, http address. DOI.

Example: Johnson, A. (2000). *Abstract Computing Machines*. Springer Berlin Heidelberg. Retrieved March 30, 2006, from SpringerLink <http://springerlink.com/content/w25154>. DOI: 10.1007/b138965.

- **Thesis**

Format: Author(s). (Year of publication). *Title*. Information, Place of publication.

Example: Begg, M. M. (2001). *Dairy farm women in the Waikato 1946-1996: Fifty years of social and structural change*. Unpublished doctoral dissertation, University of Waikato, Hamilton, New Zealand.

- **Report**

Format: Author(s). (Year of publication). *Title*. Place of publication: Publisher. (Report number)

Example: Osgood, D. W. & Wilson, J. K. (1990). *Covariation of adolescent health problems*. Lincoln: University of Nebraska. (NTIS No. PB 91-154 377/AS)

- **Government publication**

Format: Institution name. (Year of publication). *Title*. Place of publication: Publisher.

Example: Ministerial Council on Drug Strategy. (1997). *The national drug strategy: Mapping the future*. Canberra: Australian Government Publishing Service.

2. Article

- **Journal article (one author)**

Format: Author. (Year of publication). Article title. *Journal title*. Volume (issue), range of pages. DOI.

Example: Nikora, V. (2006). Hydrodynamics of aquatic ecosystems: spatial-averaging perspective. *Acta Geophys.*, 55(1), 3-10. DOI: 10.2478/s11600-006-0043-6.

- **Journal Article (two or more authors)**

Format: Author1, Author2, & Author3. (Year of publication). Article title. *Journal Title*. Volume (issue), range of pages. DOI.

Example: Cudak, M., & Karcz, J. (2006). Momentum transfer in an agitated vessel with off-centred impellers. *Chem. Pap.*, 60(5), 375-380. DOI: 10.2478/s11696-006-0068-y.

- **Journal article from an online database**

Format: Author(s). (Year of publication). Article title [Electronic version]. *Journal Title*. Volume (issue), range of pages. Retrieved date of access, from name of database. DOI.

Example: Czajgucki, Z., Zimecki, M. & Andruszkiewicz, R. (2006, December). The immunoregulatory effects of edeine analogues in mice [Abstract]. *Cell. Mol. Biol. Lett.* 12(3), 149-161. Retrieved December 6, 2006, from PubMed database on the World Wide Web: <http://www.pubmed.gov>. DOI: 10.2478/s11658-006-0061-z.

- **Newspaper article (no author)**

Format: Article title. (Publication date). *Journal title*. page.

Example: Amazing Amazon region. (1989, January 12). *New York Times*, p. D11.

- **Encyclopedia article**

Format: Author. (Year of publication). Article title. In Encyclopedia title (volume number, pages). Place of publication: Encyclopedia name.

Example: Bergmann, P. G. (1993). Relativity. In *The new encyclopedia britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopedia Britannica.

3. Other formats

- **Web page**

Format: Author/Sponsor. (last update or copyright date). *Title*. Retrieved date of access, from URL.

Example: Walker, J. (1996, August). *APA-style citations of electronic resources*. Retrieved November 21, 2001, from <http://www.cas.usf.edu/english/walker/apa.html>

- **Lecture note**

Format: Author(s). (Date of presentation). *Lecture title*. Lecture notes distributed in the unit, at the name of the teaching organisation, the location.

Example: Liffers, M. (2006, August 30). *Finding information in the library*. Lecture notes distributed in the unit Functional Anatomy and Sports Performance 1102, University of Western Australia, Crawley, Western Australia.

- **Patent**

Format: Author. (Year). Patent number. The location. Issue body.

Example: Smith, I. M. (1988). U.S. Patent No. 123,445. Washington, D.C.: U.S. Patent and Trademark Office.

- **Standard**

Format: Issue body. (Year). Standard name. Standard number. The location.

Example: Standards Association of Australia. (1997). Australian standard: Pressure equipment manufacture. AS4458-1997. North Sydney.

- **Computer software**

Format: Author(s). (Year). Title [computer software]. The location: Company.

Example: Ludwig, T. (2002). PsychInquiry [computer software]. New York: Worth.

TABLES AND FIGURES. All figures and tables must be numbered and cited in the text.

Tables. A short descriptive title should appear above each table with a clear legend and any footnotes suitably identified below. All units must be included.

Figures. Figures should be completely labelled and numbered consecutively with Arabic numbers corresponding to the figures.

Figures could be also submitted as separate digital files (TIFF, JPG, EPS, PSD or CDR format).

Special attention should be paid to focus and contrast. Symbols, letters, arrows, and numbers must be of sufficient size and contrast to be clearly recognizable when the figure is reduced to publication size. The optimal width for the figure is 8 cm.

Colour reproduction. Colour art will be reproduced in colour in the online publication at no additional cost to the author. A limited number of illustrations in full colour will be considered, but the author may be required to bear the cost of part or all of their reproduction.

ABBREVIATIONS, SPELLING AND UNITS. All nomenclature should be consistent, clear, unambiguous and accordance with the rules constituted in a given branch. Authors should, whenever possible, conform to the nomenclature, symbols and abbreviations established for chemistry and physics by IUPAC and IUPAP and used in the Chemical Abstracts.

REVIEW

The Editor-in-Chief makes a preliminary assessment from the aspect of compatibility of the manuscript within scope of the journal, and in the absence of such compatibility has the right to reject the article.

After qualification of the article for further processing, the manuscript will be sent to two experts in the field. Articles are reviewed anonymously.

On the basis of reviewers opinion, Editor-in-Chief makes the decision concerning or rejection of the article for publication.

PLAGIARISM

Each submitted manuscript is checked against the CrossCheck database to detect (self)-plagiarism.

By submitting your work to *Nukleonika*, you warrant that it is your original work, and that you have secured the necessary written permission from appropriate copyright owner or authority for the reproduction of any text illustration, or other material. If any article submitted to *Nukleonika* is found to have breached any of these conditions *Nukleonika* reserves the right to reject that article and any others submitted by the same authors, and may also contact the authors' affiliated institutions to inform them of its findings.

PUBLICATION ETHICS

As the editorial team and Editorial Board aim at maintaining the highest quality of scientific papers published in *Nukleonika*, they make sure that all the intellectual rights are observed and the reliability of the content of the papers published in the journal is maintained in accordance with the ethical standards established by the Committee on Publication Ethics (COPE) (<http://publicationethics.org>), at all stages of the reviewing process (see Attachment no. 1).

DECLARATION OF INTEREST

When submitting the manuscript, the author should inform about potential conflicts of interest. If there is no conflict, he/she may declare that *The author(s) declare(s) that there is no conflict of interest.*

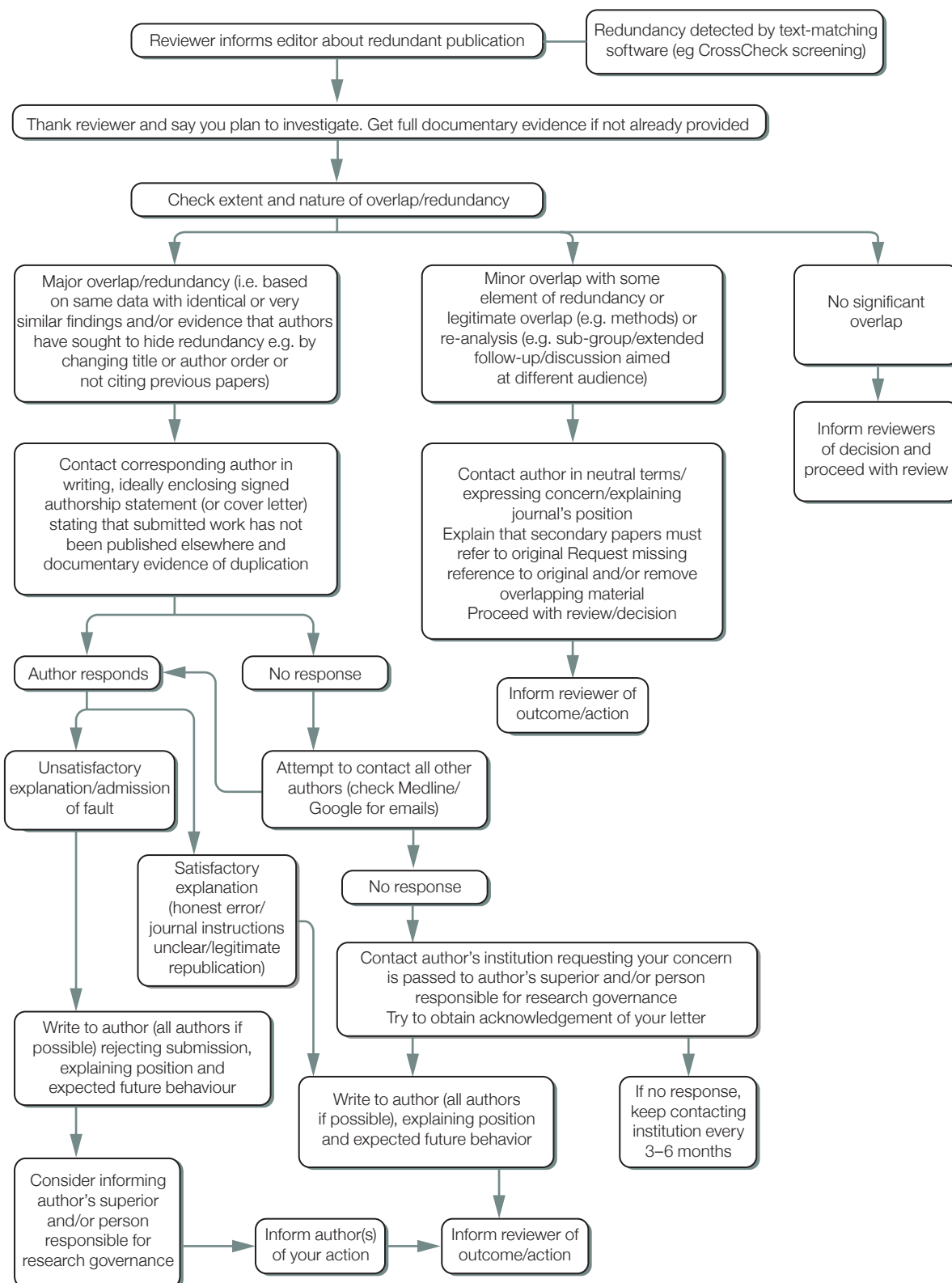
A conflict of interest is a situation when there are commercial, legal, financial, or any other opposing interests that may affect your study. This may include: having financial conflicts of interest (study sponsors, funds, grants, or any financial support); using a company's resources, time, or equipment for personal gain; working for a competing business; using intellectual property (patents, copyrights, royalties); holding shares in a company which might be influenced by your paper.

PAYMENT

For articles published in this journal, the publishing fee is EUR/USD 400. Payment does not affect acceptance or scheduling of papers. Accepted manuscripts will not be forwarded to production until the publication charges are paid in full.

What to do if you suspect redundant (duplicate) publication

(a) Suspected redundant publication in a submitted manuscript



Notes

- The instructions to authors should state the journal's policy on redundant publication.
- It may be helpful to request the institution's policy.
- Ask authors to verify that their manuscript is original and has not been published elsewhere.
- International Committee of Medical Journal Editors (ICMJE) advises that translations are acceptable but MUST reference the original.

Further reading

COPE Cases on redundant/duplicate publication: [http://publicationethics.org/cases/?f\[0\]=im_field_classifications%3A829](http://publicationethics.org/cases/?f[0]=im_field_classifications%3A829)

Duplicate publication guidelines www.biomedcentral.com/about/duplicatepublication (nb. the definitions only apply to BMC and may not be accepted by other publishers).

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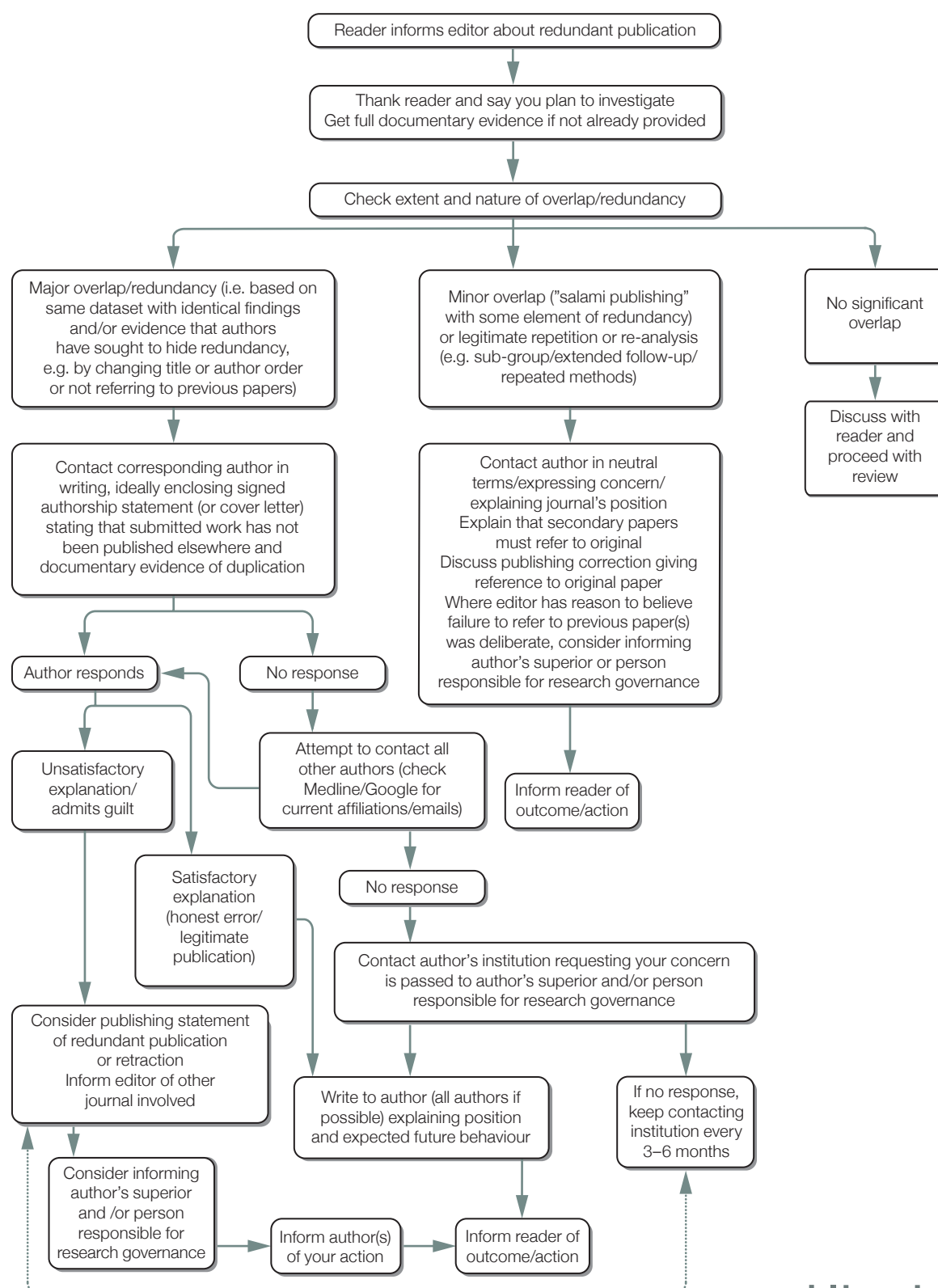
Published 2006
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Current version

November 2015

What to do if you suspect redundant (duplicate) publication

(b) Suspected redundant publication in a published manuscript



Notes

- The instructions to authors should state the journal's policy on redundant publication.
- Asking authors to sign a statement or tick a box may be helpful in subsequent investigations.
- ICMJE advises that translations are acceptable but MUST reference the original. Editors may consider publishing a correction (i.e. the link to the original article) rather than a retraction/notice of duplicate publication in such cases.

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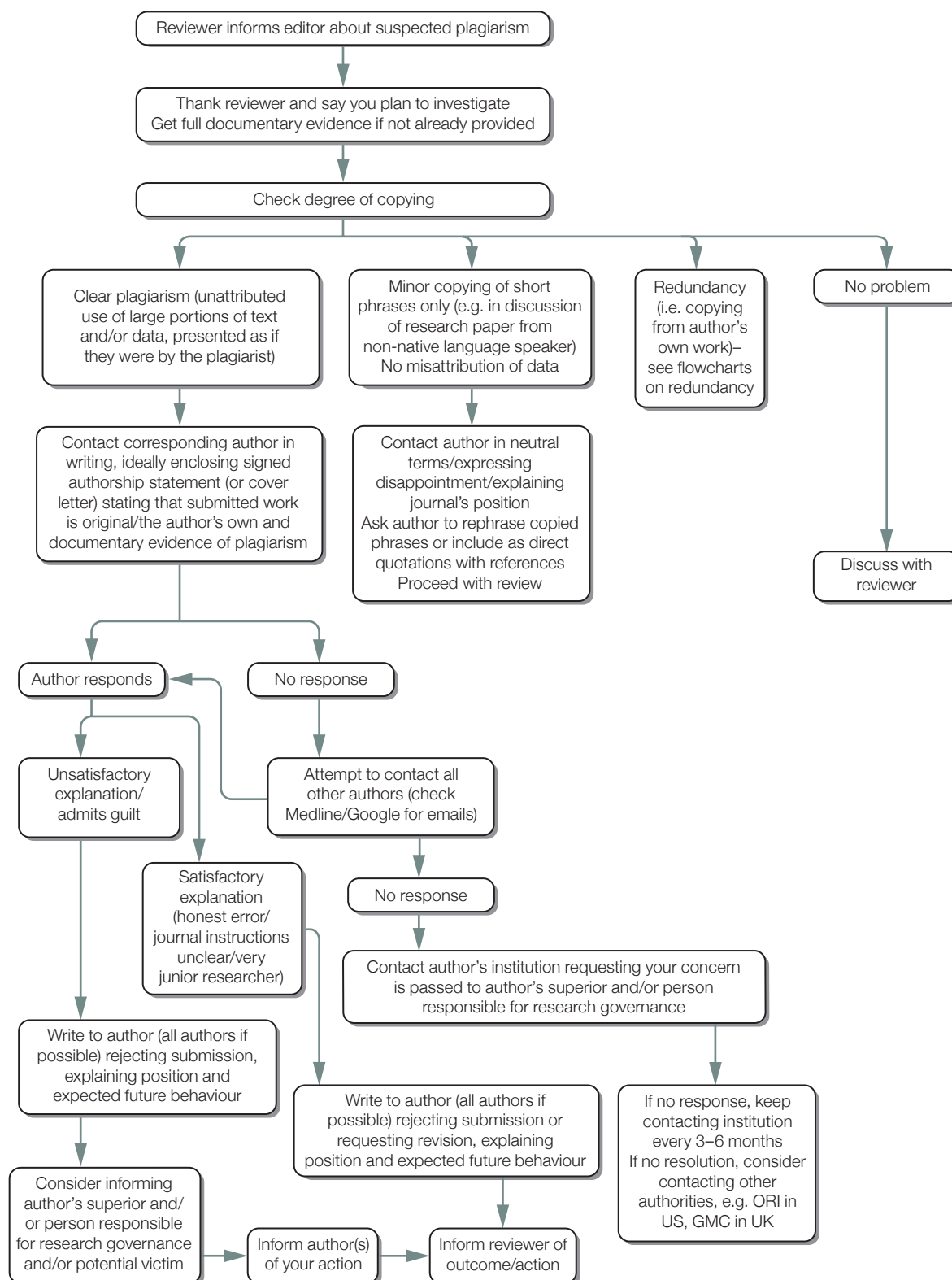
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(a) Suspected plagiarism in a submitted manuscript

Note

The instructions to authors should include a definition of plagiarism and state the journal's policy on it

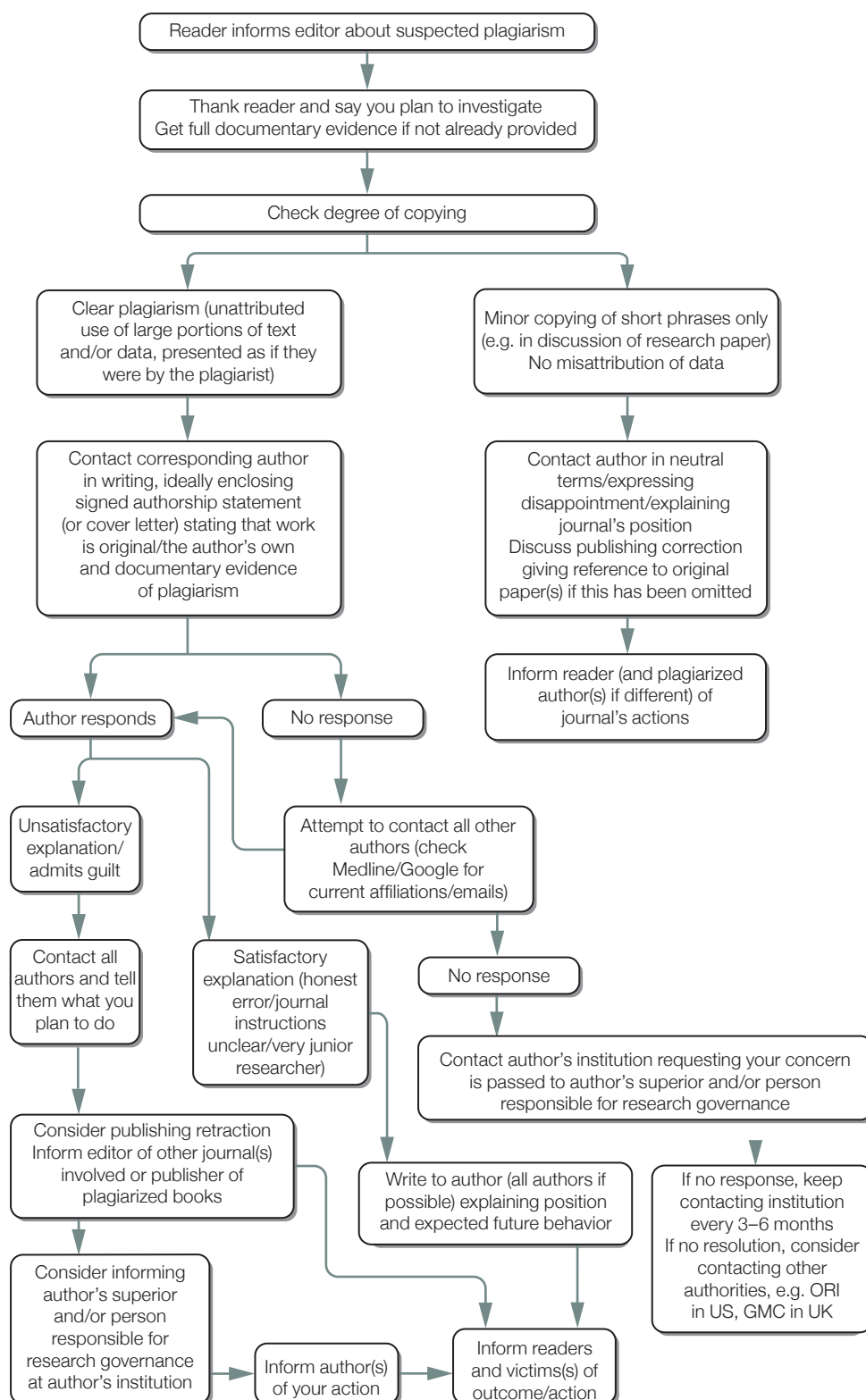


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What to do if you suspect plagiarism

(b) Suspected plagiarism in a published manuscript



Note

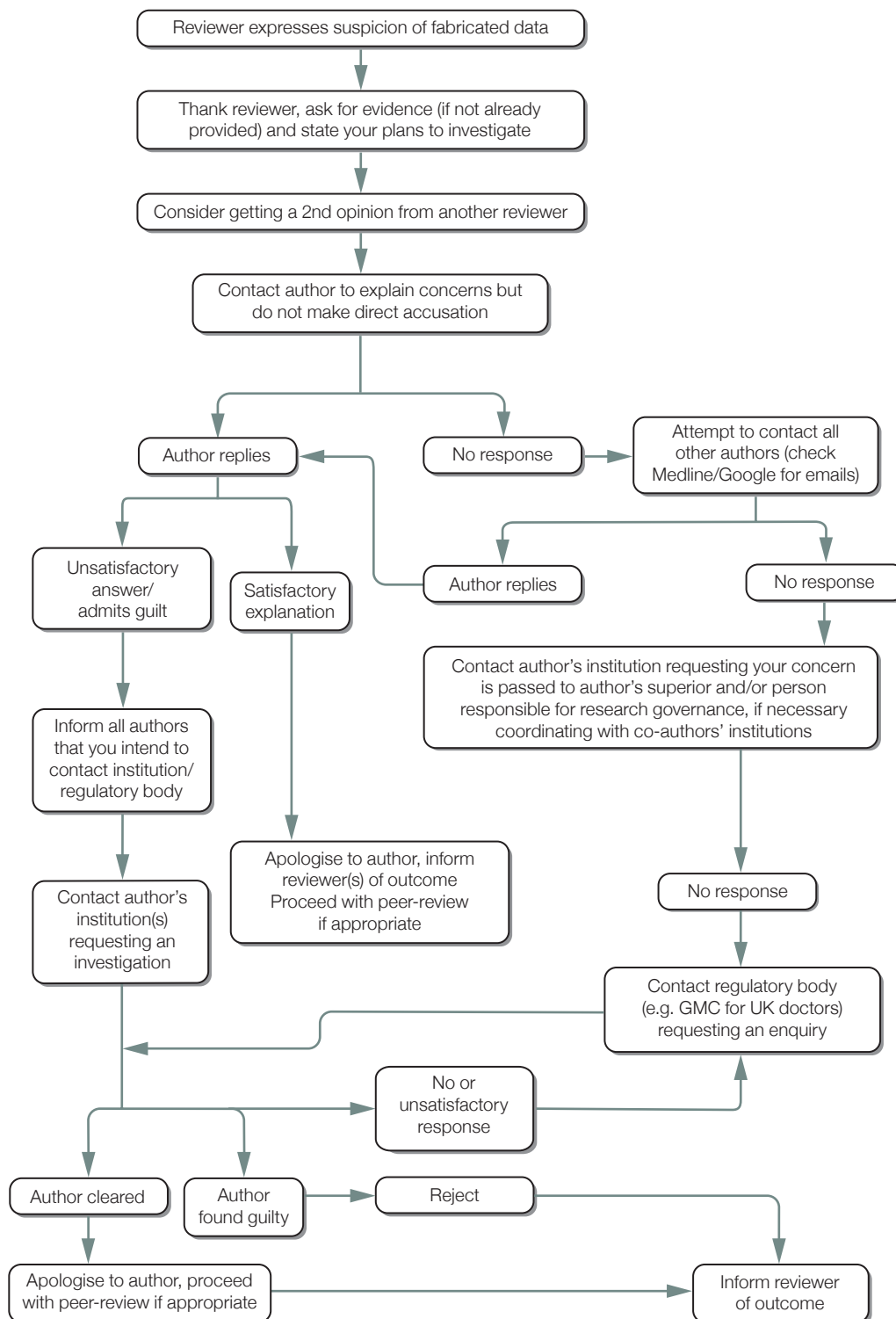
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What to do if you suspect fabricated data

(a) Suspected fabricated data in a submitted manuscript

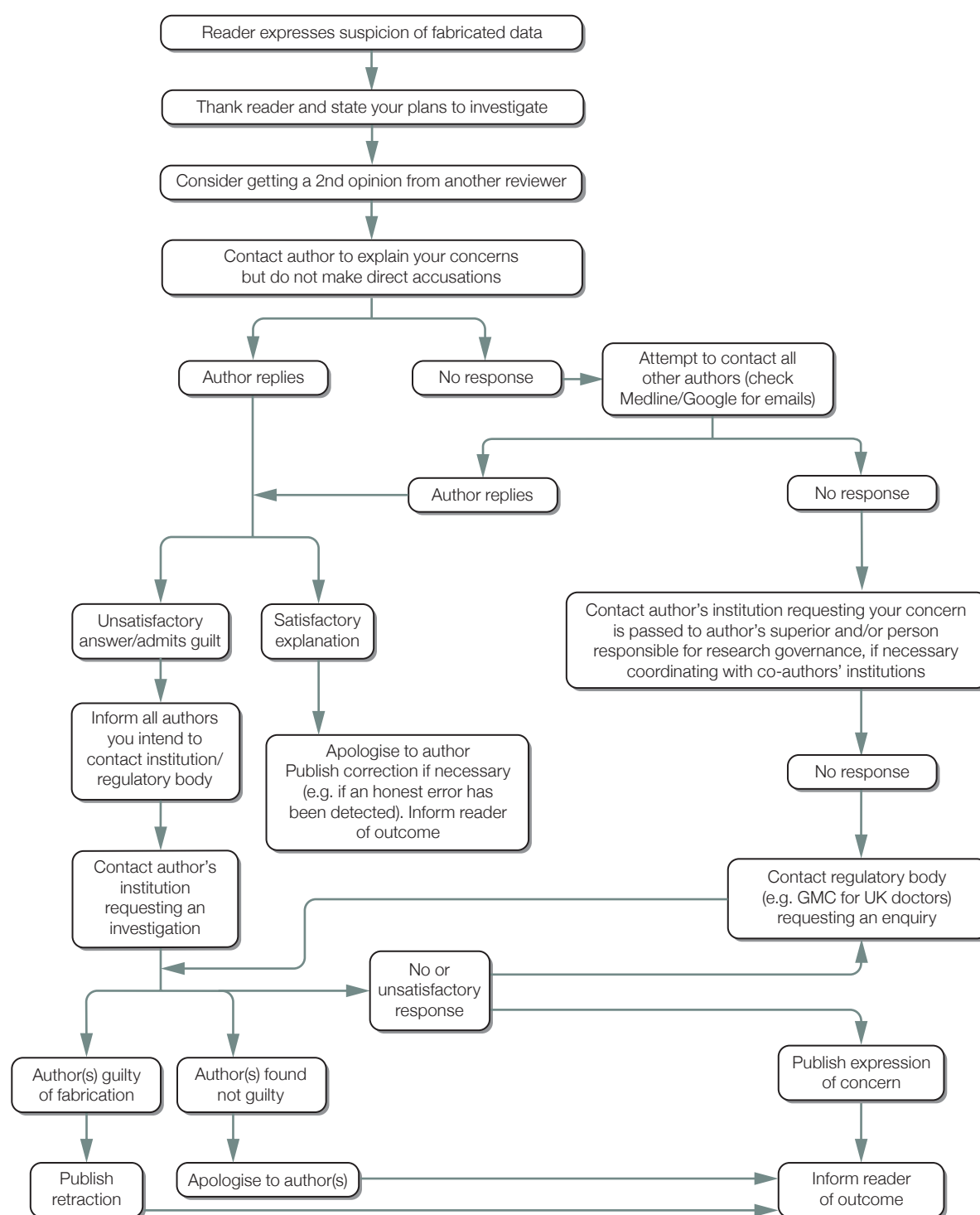


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What to do if you suspect fabricated data

(b) Suspected fabricated data in a published manuscript

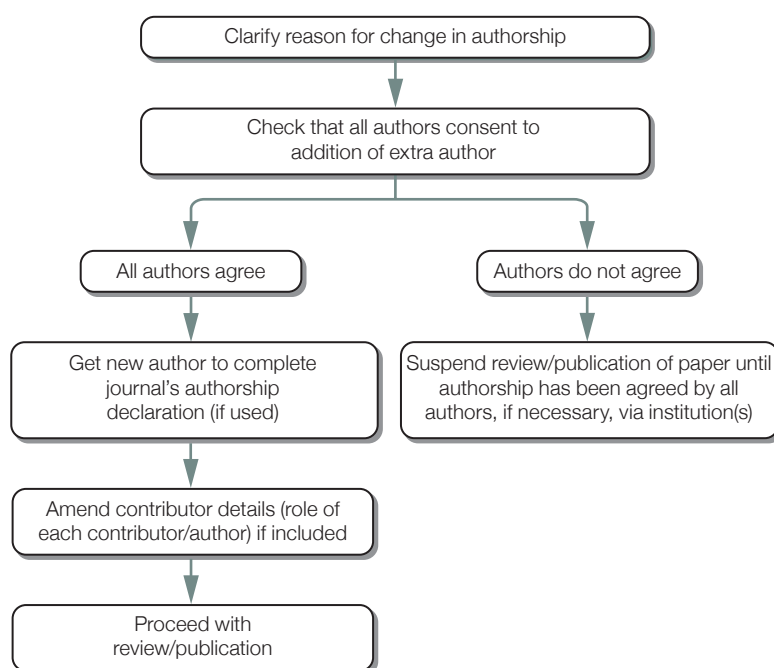


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Changes in authorship

(a) Corresponding author requests addition of extra author before publication

**Note**

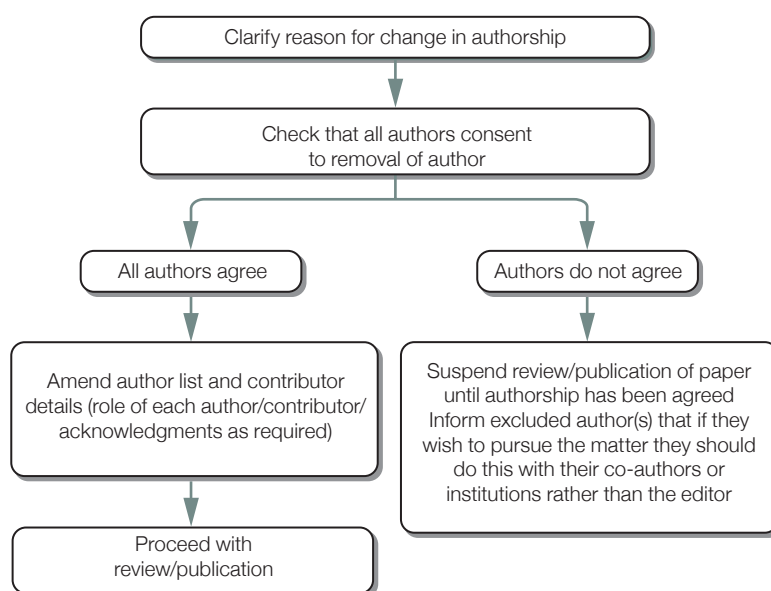
Major changes in response to reviewer comments, e.g. adding new data might justify the inclusion of a new author

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Changes in authorship

(b) Corresponding author requests removal of author before publication

**Note**

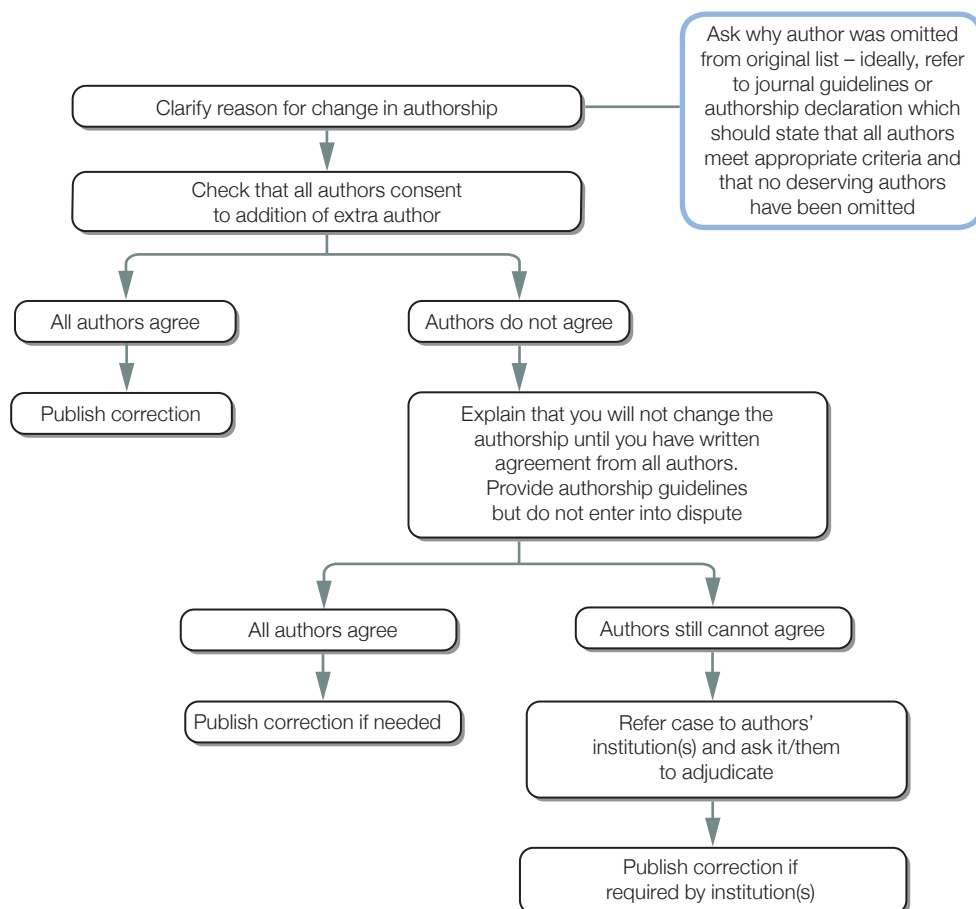
Most important to check with the author(s) whose name(s) is/are being removed from the paper and get their agreement in writing

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Changes in authorship

(c) Request for addition of extra author after publication

**To prevent future problems:**

(1) Before publication, get authors to sign statement that all listed authors meet authorship criteria and that no others meeting the criteria have been omitted

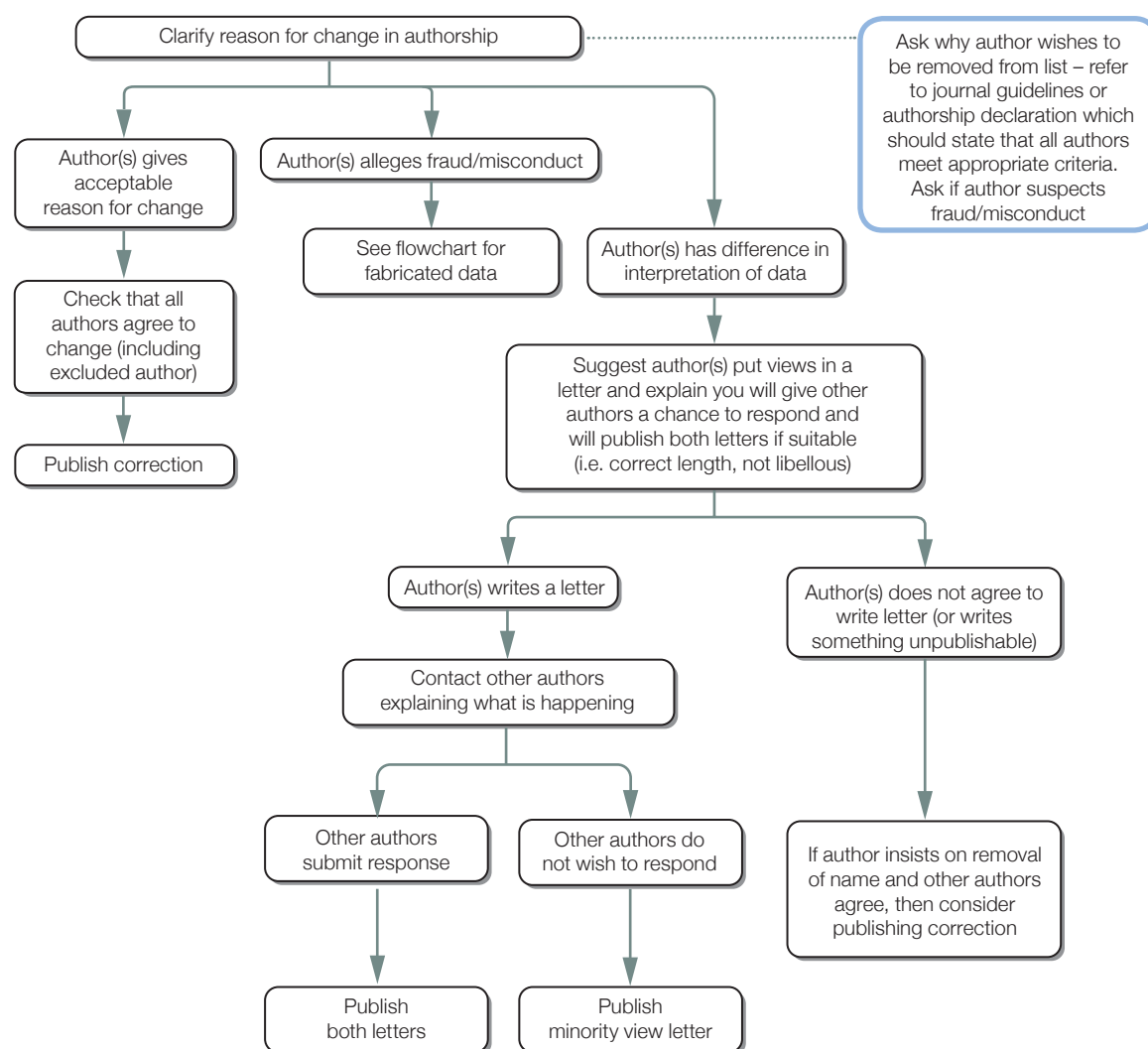
(2) Publish details of each person's contribution to their search and publication

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Changes in authorship

(d) Request for removal of author after publication



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What to do if you suspect ghost, guest or gift authorship

(see also flowcharts on Changes in authorship, as such requests may indicate the presence of a ghost or gift author)

*Note

Initial action will depend on journal's normal method of collecting author/contributor info

**Note

Including clear guidance/criteria for authorship in journal instructions makes it easier to handle such issues

***Note

Marusic et al. have shown that the method of collecting such data (e.g. free text or check boxes) can influence the response.

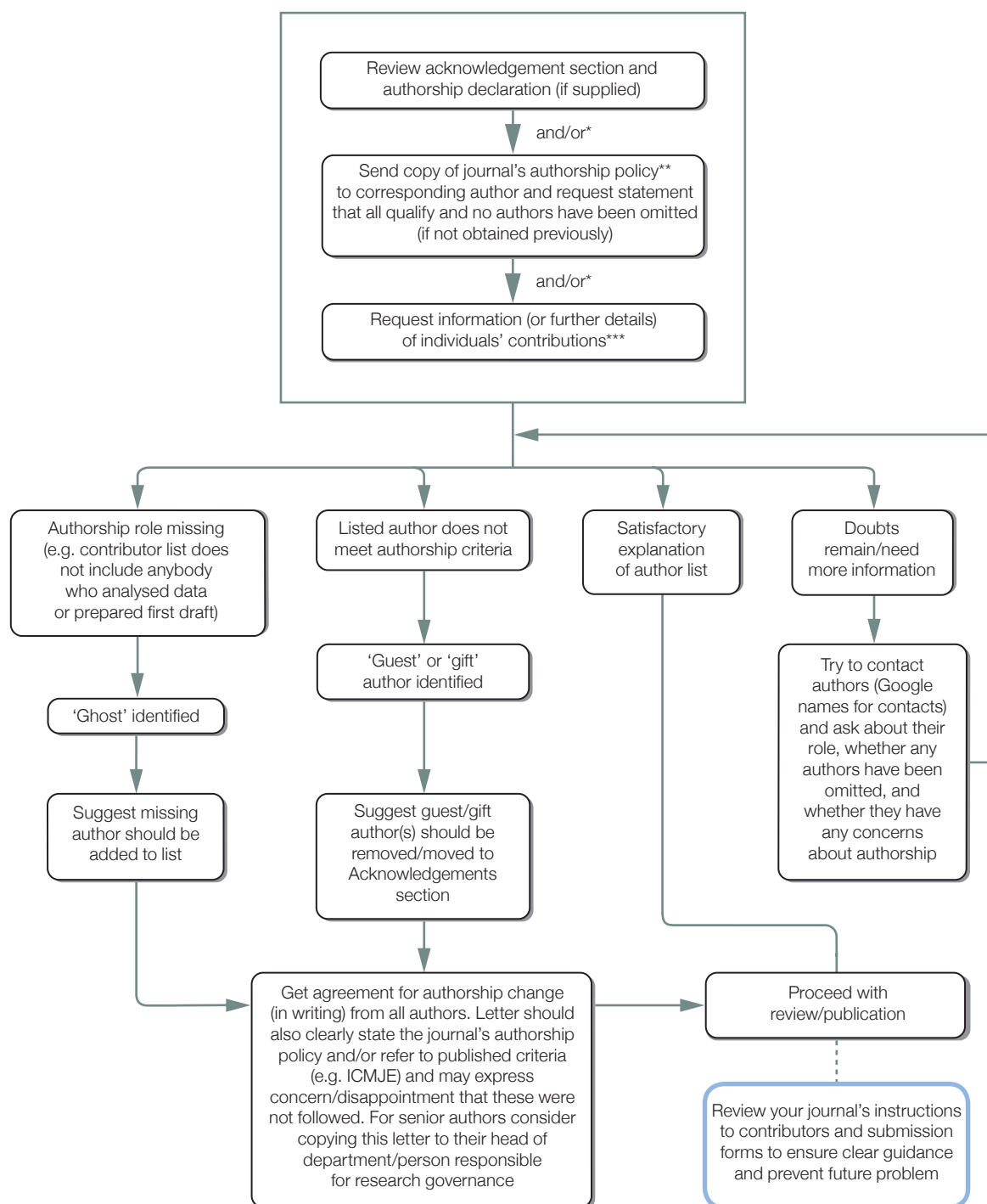
Letting authors describe their own contributions probably results in the most truthful and informative answers.

Reference

Marusic A, Bates T, Anic A et al. *How the structure of contribution disclosure statement affects validity of authorship: a randomised study in a general medical journal.* Curr Med Res Opin 2006;22:1035–44

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How to spot authorship problems

Editors cannot police author or contributor listing for every submission but may sometimes have suspicions that an author list is incomplete or includes undeserving (guest or gift) authors. The COPE flowchart on 'What to do if you suspect ghost, guest or gift authorship' suggests actions for these situations. The following points are designed to help editors be alert for inappropriate authorship and spot warning signs which may indicate problems.

Type of authorship problems

A ghost author is someone who is omitted from an authorship list despite qualifying for authorship. This is not necessarily the same as a ghost writer, since omitted authors often perform other roles, in particular data analysis. (Gotzsche et al. have shown that statisticians involved with study design are frequently omitted from papers reporting industry-funded trials.) If a professional writer has been involved with a publication it will depend on the authorship criteria being used whether s/he fulfils the criteria to be listed as an author. Using the ICMJE criteria for research papers, medical writers usually do not qualify as authors, but their involvement and funding source should be acknowledged.

A guest or gift author is someone who is listed as an author despite not qualifying for authorship. Guests are generally people brought in to make the list look more impressive (despite having little or no involvement with the research or publication). Gift authorship often involves mutual CV enhancement (i.e. including colleagues on papers in return for being listed on theirs).

Signs that might indicate authorship problems

- Corresponding author seems unable to respond to reviewers' comments
- Changes are made by somebody not on the author list (check Word document properties to see who made the changes but bear in mind there may be an innocent explanation for this, e.g. using a shared computer, or a secretary making changes)
- Document properties show the manuscript was drafted by someone not on the author list or properly acknowledged (but see above)
- Impossibly prolific author e.g. of review articles/opinion pieces (check also for redundant/overlapping publication) (this may be detected by a Medline or Google search using the author's name)
- Several similar review articles/editorials/opinion pieces have been published under different author names (this may be detected by a Medline or Google search using the article title or key words)
- Role missing from list of contributors (e.g. it appears that none of the named authors were responsible for analysing the data or drafting the paper)
- Unfeasibly long or short author list (e.g. a simple case report with a dozen authors or a randomised trial with a single author)
- Industry-funded study with no authors from sponsor company (this may be legitimate, but may also mean deserving authors have been omitted; reviewing the protocol may help determine the role of employees – see *Gotzsche et al.* and commentary by Wager)

References

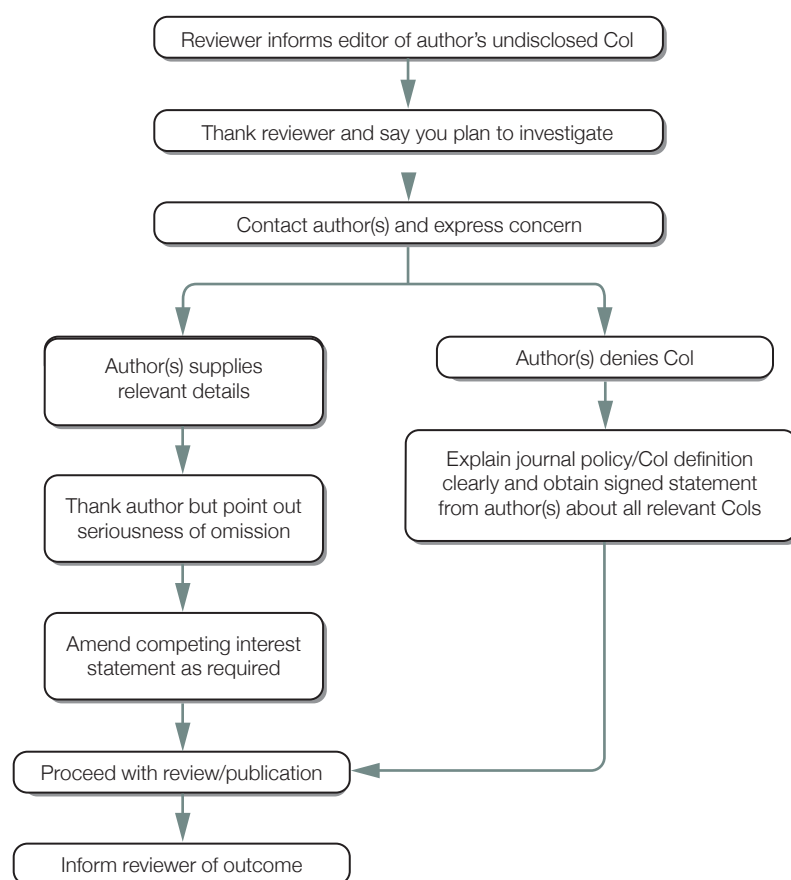
Gotzsche PC, Hrobjartsson A, Johansen HK, Haar MT, Altman DG et al. *Ghost authorship in industry-initiated randomised trials*. PLoS Med 2007; 4(1):e19.doi:10.1371/journal.pmed.00440019

Wager E (2007) *Authors, Ghosts, Damned Lies, and Statisticians*. PLoS Med 2007;4(1):e34. doi:10.1371/journal.pmed.0040034

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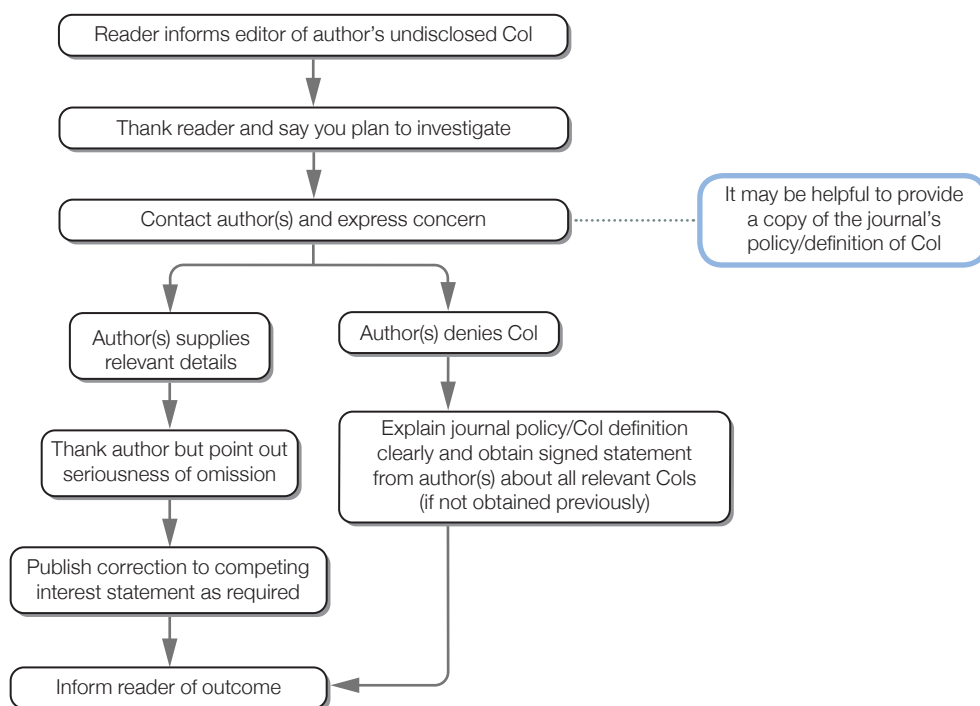
What to do if a reviewer suspects undisclosed conflict of interest (Col) in a submitted manuscript



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What to do if a reader suspects undisclosed conflict of interest (Col) in a published article



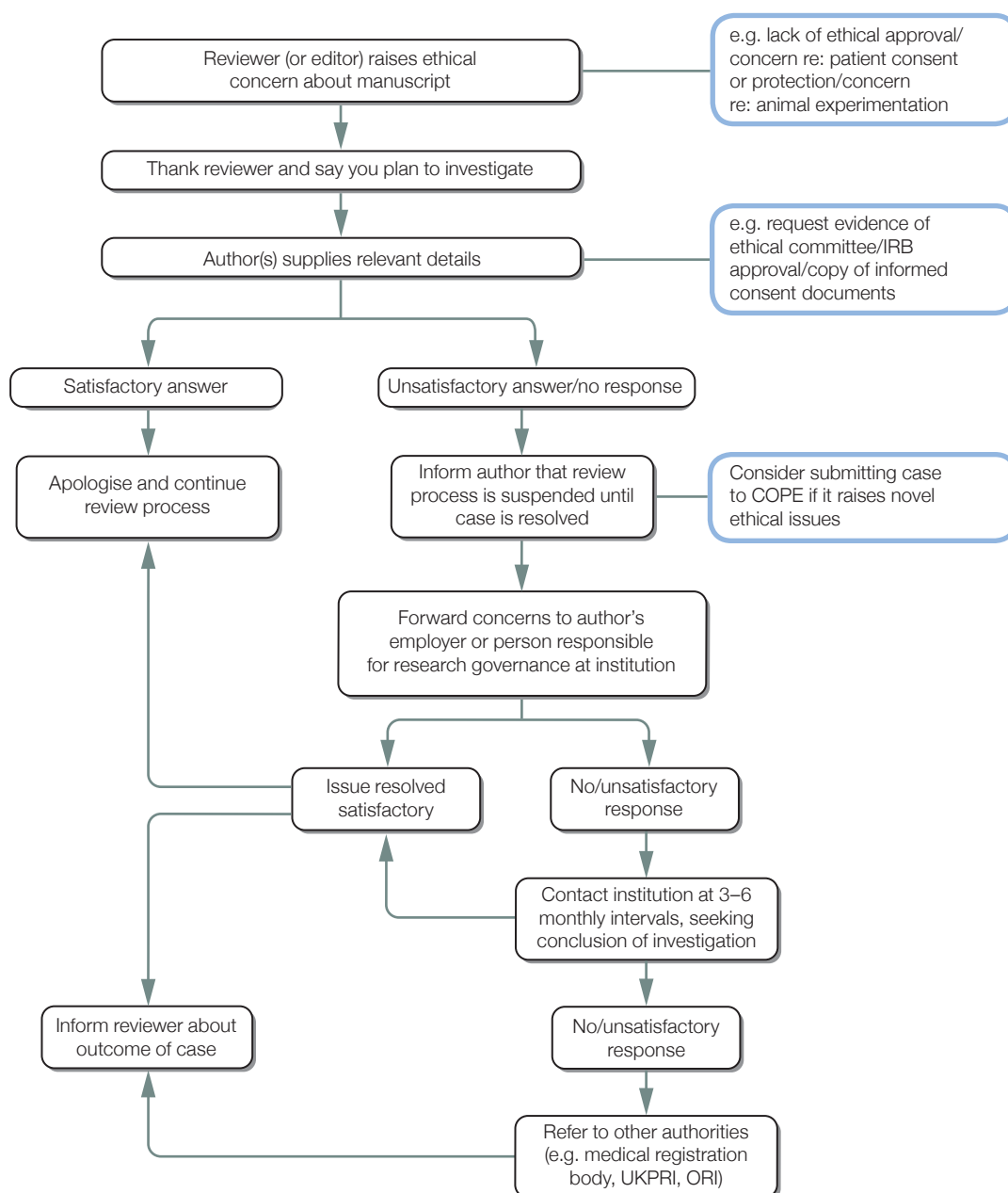
Notes

To avoid future problems:
Always get signed statement of Cols from all authors and reviewers before publication.
Ensure journal guidelines include clear definition of Col

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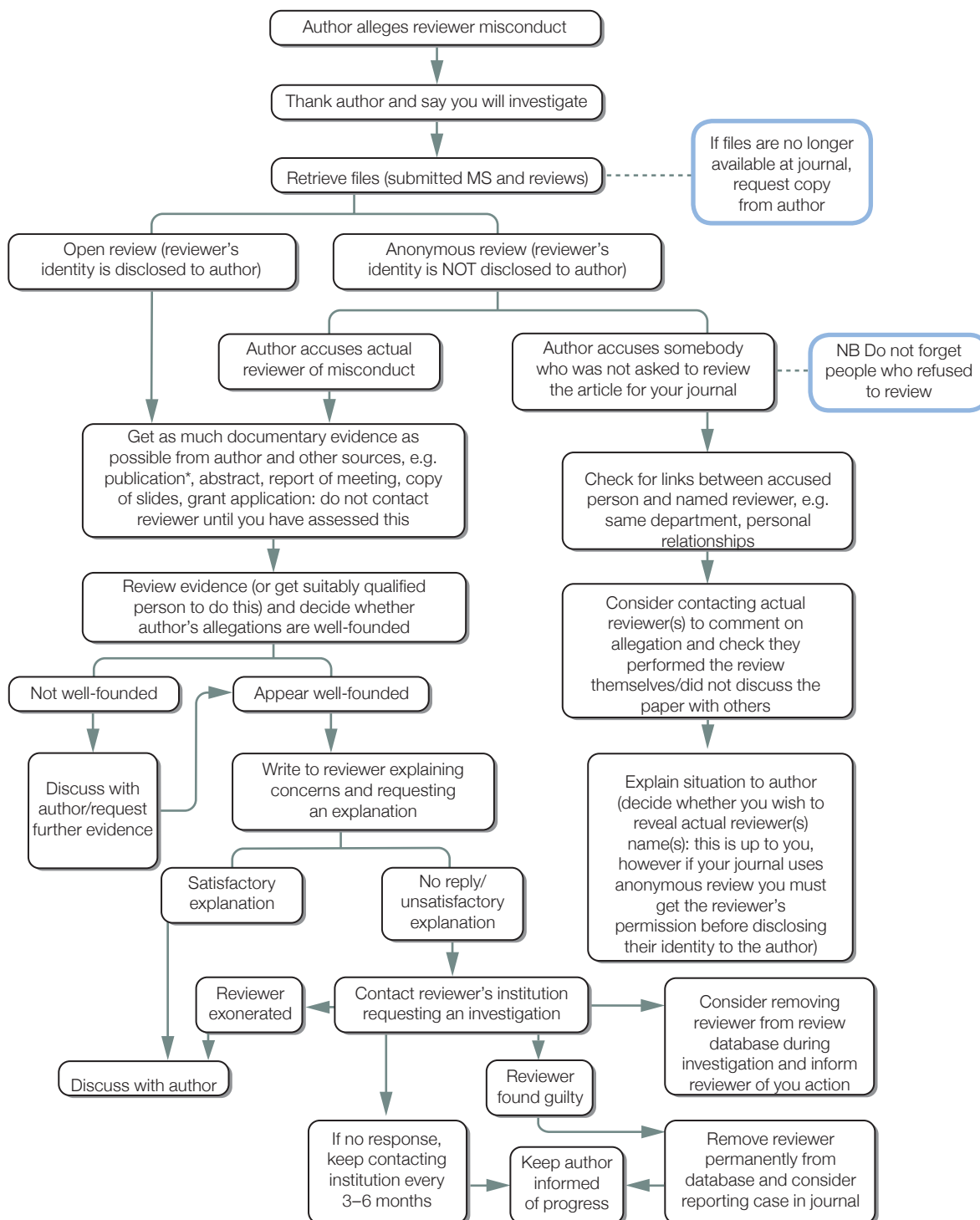
What to do if you suspect an ethical problem with a submitted manuscript



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What to do if you suspect a reviewer has appropriated an author's ideas or data

**Note**

The instruction to reviewers should state that submitted material must be treated in confidence and may not be used in any way until it has been published

Note

Options depend on type of review system used

***Note**

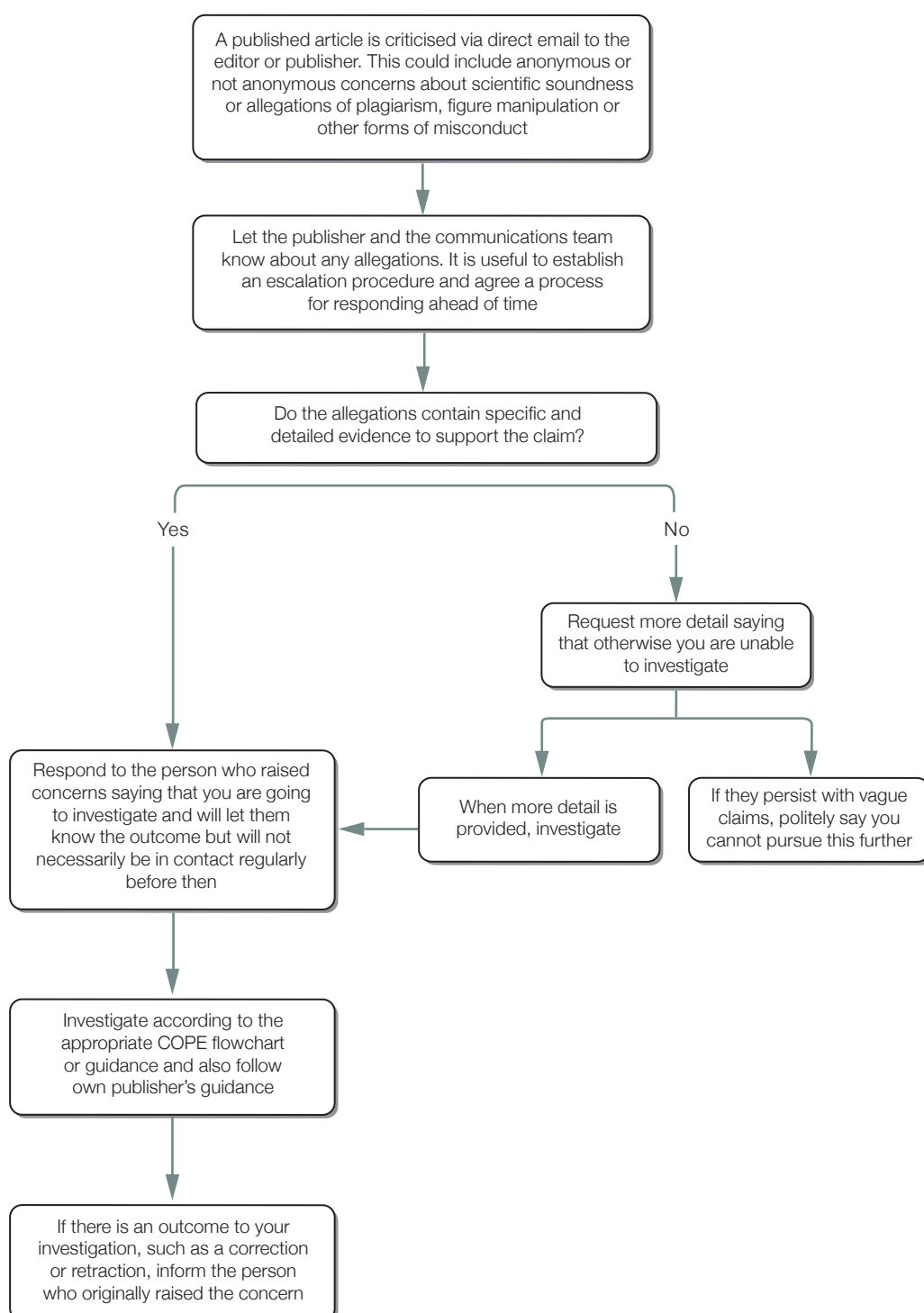
If author produces published paper this may be handled as plagiarism (see plagiarism flow chart)

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How to respond to whistle blowers when concerns are raised directly

**Note**

The tone of the allegations may be aggressive or personal. Respond politely; don't get drawn into personal exchanges

Note

Sometimes the whistle blower may prefer to remain anonymous. It is important not to try to "out" people who wish to be anonymous

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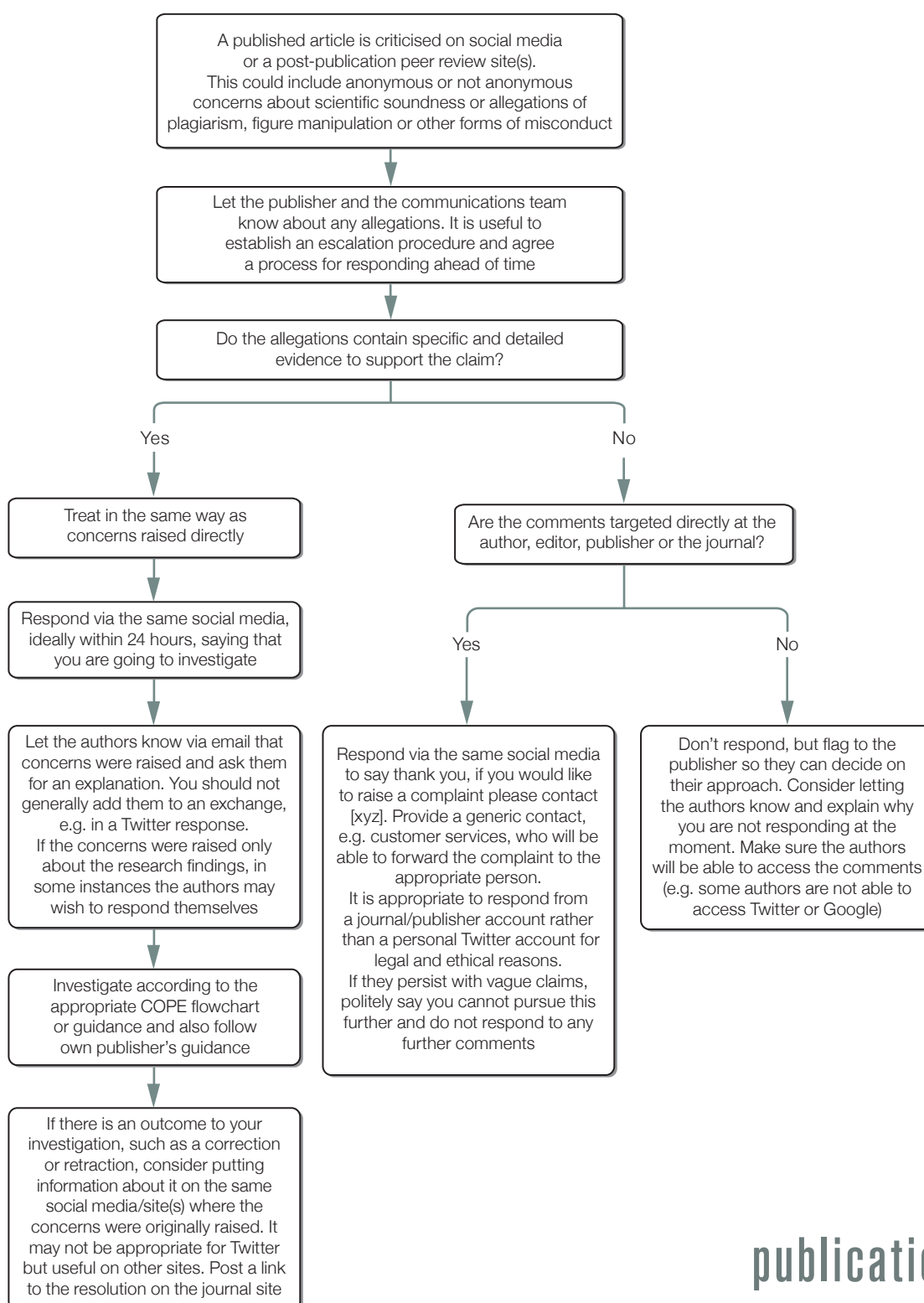
Version one

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How to respond to whistle blowers when concerns are raised via social media


Note

The tone of the allegations may be aggressive or personal. Respond politely; don't get drawn into personal exchanges

Note

Sometimes the whistle blower may prefer to remain anonymous. It is important not to try to "out" people who wish to be anonymous

Note

It is important to take the discussion away from the public domain; don't engage in specific discussions on social media

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