

PUBLICATION ETHICS STATEMENT

General Duties and Responsibilities of Editors

The editors should be responsible for everything published in the journal. Specifically, they should:

- Give unbiased consideration to all manuscripts submitted to the journal, by assessing each solely on its scientific merit without any regard to seniority, affiliation, race, religion, nationality, and sex of the authors.
- Strive to ensure the quality of every manuscript within a reasonable time frame.
- Provide prudent exercise of their duty by seeking advice from external reviewers to assess the quality and reliability of the submitted manuscripts; however, manuscripts may be directly rejected by editors without external review if they are considered inappropriate for the journal.
- Keep all the information related with submissions confidential before they are accepted for publication in the journal. If a decision has been made to reject a manuscript due to ethical violations, the information of the manuscript may be disclosed to other AME journal editors.
- Maintain integrity by ensuring that their own manuscripts submitted to the journal, and manuscripts submitted by those with conflict of interest (e.g., their students, collaborators, and colleagues within the past 3 years), be assigned to other qualified person, such as another editor of the journal or a member of the Editorial Advisory Board.
- Ensure the accuracy of all the publications and facilitate publication of an appropriate corrigendum if a prior publication of the journal is believed to contain erroneous information.

General Duties and Responsibilities of Authors

The authors are expected to adhere to the ethical guidelines detailed below. Specifically, they should:

- Ensure the accuracy and completion of the research performed and reported in the manuscripts, including both the generation of the data as well as the presentation of the data in both photographs, images, videos, quantifications, and texts.

- Ensure the reproducibility of the research by providing sufficient details and reference to the readership; when requested, the authors should make every possible effort to provide data, methods, and samples if applicable, to other researchers, with appropriate material transfer agreements established at mutual agreement.
- Maximize the relevance of citations in their publications by properly selecting those that are most influential and appropriate; all information quoted or offered need to be properly referenced as well.
- Avoid dual publication by limiting to their submission of manuscripts to one journal at a time.
- Avoid personal criticism in their manuscripts submitted for publication while appropriate criticism of another prior work may be reasonable if properly justified.
- Ensure the completeness and qualification of all co-authors of the manuscripts submitted for publication; contributions that do not worth authorship should be indicated in footnotes or “Acknowledgments” sections.
- Reveal any competing financial or other interest (of all authors) that may affect the fairness of the results reported in the publications.
- Avoid plagiarism, defined as “the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit” by the U.S. National Science Foundation (45 Code of Federal Regulations, Section 689.1), including plagiarism of others works, self-plagiarism, and duplicate publications.

General Duties and Responsibilities of Reviewers

The reviewers are expected to adhere to the ethical guidelines detailed below. Specifically, they should:

- Meet qualification of reviewing assigned manuscripts; if they feel inadequately qualified to judge the research, the manuscripts should be returned to the editors promptly.
- Avoid conflict of interest of assigned manuscripts; if they find conflict of interest that may affect their fair judgement of the research, the manuscripts should be returned to the editors promptly.
- Give unbiased, objective judgement of the complete manuscripts and their associated Supplementary

Information, including but are not limited to, the data presented, discussions, and references cited.

- Keep confidentiality of the manuscripts assigned to them for reviewing until acceptance for publication.
- Provide sufficient information on their judgement of the manuscripts assigned for them to review, to the editors, so that the editors and the authors may understand the basis of their comments to take appropriate actions; unsupported arguments by the reviewers should be

avoided.

- Ensure prompt submission of the reports in a timely manner to facilitate the dissemination of scientific research; if extensions are requested timely notification should be sent to the editors.
- Avoid personal criticism in their review reports submitted to both to the editors and the authors while appropriate concerns can be disclosed solely to the editors without notifying the authors.