

**MERIT - QUALITY - EXCELLENCE** 

No: SUK-IBA/ORIC 017 2022

Date 20 3 2022

### **Policy Document-SJCMS**

**Sukkur IBA Journal of Computing and Mathematical Sciences (SJCMS)** is the international peer-reviewed, Open Access bi-annual (June and December) research journal that focuses on articles that contribute new results in all domains of computing and mathematics and is published by the <u>Sukkur IBA University</u>, Sukkur Pakistan.

SJCMS does not impose any article processing charges (APCs) or publication charges. Hence the publications are free of cost.

Sukkur IBA University is a non-profit public sector organization and all the journals published by the Sukkur IBA platform are funded by the university itself and Higher Education Commission.

### Aim and Objectives:

SJCMS aims to publish cutting-edge original research in the field of computing and mathematical sciences. The <u>objectives</u> of SJCMS are:

- 1. To provide a platform for researchers for the dissemination of new knowledge.
- 2. To connect researchers on a global scale.
- 3. To fill the gap between the academician and industrial researchers community.

#### **Submission Policy:**

The **SJCMS** provides an interdisciplinary platform for researchers, scientists, practitioners, and academicians for publishing their research findings to the recent technological advances and innovations in the area of Computing and Mathematics for dissemination at a global scale. Hence, regular submissions are welcome in all areas of specified domains. Please read the <u>Submission Policy</u> carefully before making submissions. Further details about submission may be found in Submission Guidelines.

**SJCMS** welcomes regular manuscripts submission (up to 20 pages including reasonably-sized figures and references) prepared in accordance with the requirements of the Journal.

Submissions must include all of the following elements: Title of the paper, abstract, keywords, illustrations, and bibliography. References should adhere to the IEEE standards, which have already been defined in the <u>template</u> of SJCMS. Figures and tables must be sized as they are to appear in print. Figures should be placed exactly where they are to appear within the text.



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Figures not correctly sized will be returned to the author for reformatting. Further details about submission may be found in <u>Submission Guidelines</u>.

#### **Plagiarism Policy**

SJCMS strictly follows the HEC guidelines regarding the Plagiarism Policy. Each manuscript will be scrutinized for originality check by Turnitin. Please read the <u>Plagiarism Policy</u> before submission.

SJCMS strictly follows the Higher Education Commission's (HEC) guidelines regarding the Plagiarism Policy. Each manuscript will be scrutinized for originality check by **Turnitin**. As per HEC policy, in case a manuscript has been found to have a similarity index of more than 18% it will be immediately either returned to the author for correction and resubmission or will be rejected and archived.

Please note that the parameters for similarity check involve, Add to No Repository, Exclude Bibliography, Exclude Quoted Text.

### Preliminary Published / Conference Version(s)

If any portion of your submission has appeared or will appear in a conference or workshop, you should inform us of this and make sure that the submission references the conference publication, and supply a copy of the conference paper to us. Also, please provide a brief description of the differences between the submitted manuscript and the preliminary paper.

Please be aware that editors and reviewers are required to check the submitted manuscript to determine whether a sufficient amount of new material has been added to consider for publication in SJCMS. One of the key requirements is that authors should only submit original work that has neither appeared elsewhere for publication, nor which is under review for another refereed publication. If authors have used their own previously published material as a basis for a new submission, they are required to cite the previous work(s) and very clearly indicate how the new submission offers substantively novel or different contributions beyond those of the previously published work(s). Any manuscript not meeting this criterion will be rejected. Copies of any previously published work affiliated with the new submission must also be included as supportive documentation upon submission.



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Contents of Manuscript for submission

Submission items include the Manuscript [Abstract, Index Terms, Introduction, Proposed Methodology, Obtained Results, Discussion, Conclusion, Acknowledgement, References, Tables, and Figures, etc.] along with the SJCMS Copyright Form duly filled and signed by the Authors. The manuscript template can be downloaded from here.

### **Concurrent Submission**

All submissions must represent original and novel material. We discourage submitting to more than one publication at one time. If it is determined that a paper has already appeared in anything more than conference proceedings, or appears in or will appear in a submission to any other publication before the editorial process is completed, the paper will be automatically rejected and the respective author (s) would be banned for any further submission in future.

## **Manuscript Preparation**

Authors are required to format the manuscript according to Journal Template. <u>Click here</u> to download the Journal Template. The SJCMS follows the IEEE referencing style. It is mandatory to follow the IEEE guidelines for references.

### Peer-Review Policy

This Journal aims to publish original research findings in the field of Computing and Mathematics. Hence, it contains **double-blind peer-reviewed** articles. Please read the <u>Peer-review Policy</u>.

## **Peer-Review Policy**

Sukkur IBA Journal of Computing and Mathematical Sciences strictly follows a double-blind peer review process, comprising the following steps:

- All papers submitted to the SJCMS are first gone through under <u>Desk Review</u> by an Editor.
  The editor may assign Associate Editors to review the quality and scope of the submitted
  manuscript. If the article fails to meet the journal criteria, the paper will be declined
  immediately and authors will be notified.
- Once the paper is submitted, the editor or Associate editors ensure that the paper follows
  the <u>double-blind review policy</u>. If the author names are found, then the author name(s) and
  affiliation(s) are removed from the paper and an updated version is uploaded on the system
  either by the editor or corresponding author.



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- Every submitted article is checked for the Similarity report by the Editor, before initiating the review process. Turnitin is used by the SJCMS as prescribed by <u>Higher Education Commission (HEC)</u> Pakistan, to check the similarity of paper. As per HEC policy, in case of the manuscript has been found to have a similarity index of **more than 18%**, it will be immediately either returned to the author for correction and resubmission or will be rejected and archived. This decision is made by the editor, based on the similarity ratio. (*Please Note note that the parameters for similarity check involve, Add to No Repository, Exclude Bibliography, Exclude Quoted Text*).
- If the paper satisfies the criteria, then the editor or associate editor will send the article to at least (03) reviewers for review. Each article will be reviewed by at least 01 National and 01 International (from HEC's list of technological advance countries) reviewers with a double-blind, peer review policy.
- Reviewers are recruited from the national and international universities having a Ph.D. with a reputed research profile (checked through Google Scholar and Research Gate) for the given area/field of the submitted article.
- Each reviewer is initially invited to review the article showing them the article title and abstract only. Upon acceptance of the review request, the full paper is presented and a review form is used to record their feedback and suggestions through the online journal management system.
- The reviewers' recommendations will determine whether to "Accept Submission", "Revision Required", "Resubmit for Review" or "Decline Submission". The final decision is made by the Chief Editor based on the reviewers' report.
- Once the decision has been made, the review response including the review form and suggestion, is sent to all authors of the article with the editorial decision. The same email is then forwarded (BCC) to all reviewers (with Blind policy) and Associate Editors corresponding to the article for ensuring transparency and high standards.
- For the papers which require only revisions, the Associate or Technical editor will rereview the paper for ensuring that the reviewer's suggestions have been incorporated or
  not.
- Papers that require resubmission for review, will undergo second round of review by the same or different reviewers to ensure that the quality of the revised paper is acceptable.
- After final Acceptance, the Author/Corresponding author will be notified and the paper will be forwarded to technical editors for copy-editing, layout editing, and proofreading.



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## Research Themes

The SJCMS welcomes contribution in the following core thematic areas but not limited to:

### Computing:

- Software Engineering
- Formal Methods
- Human-Computer Interaction
- Information Privacy and Security
- Computer Networks
- High-Speed Networks
- Data Communication
- Mobile Computing
- Wireless Multimedia Systems
- Social Networks
- Data Science
- Big data Analysis

- Contextual Social Network Analysis and Mining
- Ubiquitous Computing
- Distributed Computing
- Cloud Computing
- Intelligent devices
- Security, Privacy, and Trust in Computing and Communication
- Wearable Computing Technologies
- Soft Computing
- Genetic Algorithms
- Robotics
- Evolutionary Computing
- Machine Learning

#### Mathematics:

- Applied Mathematical Analysis
- Mathematical Finance
- Applied Algebra
- Stochastic Processes



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### Submission Preparation Checklist

As part of the submission process, authors are required to check off their submission's compliance with all of the following items, and submissions may be returned to authors that do not adhere to these guidelines.

- The submission has not been previously published, nor submitted to another journal for consideration (or an explanation has been provided in Comments to the Editor). If an extended version of the conference proceedings paper has been submitted author must exclusively inform the editor with a covering letter. SJCMS has a policy guideline for an extended version of submission that must be taken into consideration before submitting an extended version of a conference paper.
- If the authors have used the work and/or words of others, the authors must ensure that the work and/or words of others are appropriately cited or quoted and identify all sources used in the creation of their manuscripts.
- The submission file is in Open Office, Microsoft Word, or RTF document file format.
- Where available, URLs for the references have been provided.
- The text is single-spaced; uses a 12-point font; employs italics, rather than underlining (except with URL addresses); and all illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end.
- The text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines.
- Contact details (phone number, email, address) of Corresponding Author(s) provided separately in the submitted article?
- The submitted article must contain sections for author contribution, data availability, and funding sources (if any). Please check "http://journal.ibasuk.edu.pk:8089/SIBAJournals/index.php/SJCMS/BestPractices" for more information.

#### **Author Guidelines**

SJCMS accepts regular manuscripts (up to 20 pages including reasonably-sized figures and references) prepared in accordance with the requirements of the Journal. Please read the <u>Submission Policy</u> carefully before making the submissions.

### **Article Preparation Guide:**

Please follow the SJCMS Article Preparation Guide to prepare and format the paper accordingly.



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#### **Articles**

As an agreement of publication, we ask you as the corresponding author(s) with the consent of all co-author(s) that you execute this agreement.

- 1. By executing this agreement, you represent and warrant that you are the sole proprietor of all rights in the accepted work
- a. That the work is original and does not infringe upon any copyright
- b. That the work has not been previously published
- c. That the work would not be republished reproduction of the work requires permission from the publisher
- d. That the work does not contain anything libelous or otherwise illegal
- e. That the work does not contain material from other works protected by copyright without the written consent of the copyright owner.
- 2. In return for said rights, Publisher grants to the author(s) the following rights;
- a. All Propriety rights relating to the article, other than copyright
- b. The right to make an oral presentation of the material in any form
- c. The right to use, after publication, part or the article in subsequent works of the author(s), provided that written permission is granted by the Publisher, and that the proper acknowledgment is made to the source and Publisher.
- 3. The undersigned being aware of the facts, accepted all the terms & conditions stated.

### Copyright Notice

The SJCMS holds the rights of all the published papers. Authors are required to transfer copyrights to journal to make sure that the paper is solely published in SJCMS, however, authors and readers can freely read, download, copy, distribute, print, search, or link to the full texts of its articles and to use them for any other lawful purpose.

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#### **Privacy Statement**

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.



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### **Peer-Review Policy**

Sukkur IBA Journal of Computing and Mathematical Sciences – SJCMS aims at publishing impactful research and adopts a standard double-blind peer-review process.

Manuscripts submitted for Sukkur IBA Journal of Computing and Mathematical Sciences - SJCMS are processed through the standard double-blind peer-review process. Considering a large number of submissions, the review process may take month(s) to complete and corresponding authors will be intimated the review progress and decision through the journal's online manuscript management system.

Currently, submissions are managed by Sukkur IBA Journal of Computing and mathematical Sciences - SJCMS as illustrated in the following steps:

**Technical Pre-Screening:** is carried out by **Sukkur IBA University Publications Cell** before forwarding to the editor to check that the manuscript is complete (i.e. title, affiliations, keywords, abstract length (single paragraph min: 150 – max: 250 words) main text (min: 4,000 – max: 8,000 words), and a reference list), English is sufficient for peer-review process, figures are complete and clear enough to read and manuscript. Submitted papers not meeting these requirements will be returned to the authors who may re-submit their paper after dealing with the issues raised.

Similarity/Plagiarism Screening Policy: Every submitted article is checked for the Similarity report by the editorial team, before initiating the review process. Turnitin software is used by the SJCMS as prescribed by Higher Education Commission (HEC) Pakistan, to check the similarity of paper.

As per HEC policy, in case a manuscript has a similarity index of more than 19% overall and more than 5% in the case of a single source, it will be immediately either returned to the author for correction and resubmission or will be rejected and archived. This decision is made by the editorial team, based on the similarity ratio. (Please note that the parameters for similarity check involve, Add to No Repository, Exclude Bibliography, Exclude Quoted Text).

The Editor-in-Chief pre-screens: submissions to check that they comply with journal scope & thematic areas, match with the article classifications used by the journal, are of potential interest to readers, and have high relevance. The submission will be returned to the author for revision if it needs to be shortened to match the length expectations for the article classification type. Subsequent to pre-screening, the Editor-in-Chief assigns papers for the technical review process.



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The Editor-in-Chief with the support of Associate & Managing Editors initiate the double-blind peer-review process by selecting highly qualified reviewers (having the minimum qualification of Ph.D. in relevant field with intensive research work background) to evaluate the manuscript. Associate & Managing Editors can recommend to Editor-in-Chief to reject submissions that they believe are out of the Journal scope & thematic areas or of low enough quality to not merit review.

**Next**, external reviewers (one national and one from an academically/technically advanced country) provide detailed comments and make their recommendation: accept, accept with minor revision, accept major revision, reject or reject with recommended re-submission.

**Reviewers' comments** are forwarded to the Editor-in-Chief who makes a decision and, through the **Publications Cell, Sukkur IBA University**, notify authors of the outcome of their papers, and send them copies of all reviewer comments.

**Revised manuscripts** submitted via the journal manuscript management system are returned to Editorial Team who, perhaps after further revision or re-review, make a final recommendation to the Editor-in-Chief.

Final Decision of Acceptance, Revision, Re-submission or Rejection is made by Editor-in-Chief and informed to authors through Publications Cell, Sukkur IBA University.

Since the review is an honorary job done by reviewers on their interest and availability of time, the duration of the entire peer-review process ideally ranges between 15 and 20 weeks, depending on reviewers' responsiveness and degree of revisions required. To increase the likelihood of acceptance of submissions, authors should consider three critical matters before submission: (a) target article type (b) scope of Sukkur IBA Journal of Computing and Mathematical Sciences (c) assessment of the relevance, and quality.

**After Final Acceptance**, the Corresponding author will be notified and the paper will be forwarded to technical editors for copy-editing and proof-reading.

To get more insights on the Peer-Review process, please read the content What is Peer-Review?

### **Open Access Policy**

Sukkur IBA Journal of Computing and Mathematical Sciences - SJCMS provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge. To enable unrestricted usage, SJCMS is following <a href="CC-BY-NC">CC-BY-NC</a> license. The SJCMS holds the rights of all published papers. Authors are



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required to transfer copyrights to the journal to make sure that the paper is solely published in SJCMS, however, authors and readers can freely read, download, copy, distribute, print, search, or link to the full texts of its articles and to use them for any other lawful purpose.

### **Plagiarism Policy**

Similarity/Plagiarism Screening Policy: Every submitted article is checked for the Similarity Index report by the editorial team, before initiating the review process. Turnitin software is used by the Sukkur IBA Journal of Computing and Mathematical Sciences - SJCMS as prescribed by Higher Education Commission (HEC) Pakistan, to check the similarity of paper. As per HEC policy, in case a manuscript has a similarity index of more than 19% overall and more than 5% in the case of single source, it will be immediately either returned to the author for correction and resubmission or will be rejected and archived. This decision is made by the editorial team, based on the similarity ratio. (Please note that the parameters for similarity check involve, Add to No Repository, Exclude Bibliography, Exclude Quoted Text).





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### **Privacy Policy - Statement**

Your privacy is important to **Sukkur IBA Journals**. This privacy statement provides information about the personal information that **Sukkur IBA Journals** collect and use that personal information. Your privacy matters to us. We do not rent or sell any personally identifiable information you provided without your prior written permission.

### Personal information collection

**Sukkur IBA Journals** may collect and use personal information that is necessary for the processing and publication of the article(s) submitted to **Sukkur IBA Journals**. This information may include names, affiliation, and contact details; including postal address, emails, phone numbers, and fax numbers.

### Use of provided Personal Information

Any personal information received by **Sukkur IBA Journals** will only be used to process and publish your article(s). Your provided personal information may be used to;

- · administer this website
- personalize the website for you
- enable your access to and use of the website services
- process your article(s)
- publish your article(s)
- update you the progress on your submitted article(s)
- To send you promotional and marketing information related to Sukkur IBA Journals only

#### Securing your data

Sukkur IBA Journals has been taking reasonable technical and security precaution measures to prevent the loss, misuse or alteration of your personal information.

### Cross-border data transfers

Information that **Sukkur IBA Journals** collect may be stored and processed in and transferred between any of the countries in which **Sukkur IBA Journals** operate to enable the use of the information in accordance with this privacy policy.



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In addition, personal information that you submit for publication on the website will be published on the internet and may be available around the world as **Sukkur IBA Journals** follow the <u>Open Access Policy</u>.

## Privacy Policy - Statement update

Sukkur IBA Journals may update this privacy policy by posting a new version on this website. You should check this page occasionally to ensure you are familiar with any changes.

## Other websites

This website contains links to other websites. **Sukkur IBA Journals** are not responsible for the privacy policies or practices of any third-party or other websites accessed through this website.

## **Contact Sukkur IBA Journals**

If you have any questions about this privacy policy or **Sukkur IBA Journals**' treatment of your personal information, please send an email to <a href="mailto:journals@iba-suk.edu.pk">journals@iba-suk.edu.pk</a>.

## **Digital Archiving Policy**

Sukkur IBA Journal of Computing and Mathematical Sciences - SJCMS is committed to the permanent availability and preservation of scholarly research published in SJCMS. SJCMS maintains a digital archive with the following systems/programs as well as maintaining its digital archive through regularly scheduled database backup schemes.

### **LOCKSS**

The LOCKSS Program, based at Stanford University Libraries, provides libraries and publishers with award-winning, low-cost, open-source digital preservation tools to preserve and provide access to persistent and authoritative digital content. Non-for-profit dark archive which stores all SJCMS content.

Since SJCMS uses open Journal Systems that supports the LOCKSS (Lots of Copies Keep Stuff Safe) system to ensure a secure and permanent archive for the journal. LOCKSS is open-source software developed at Stanford University Library that enables libraries to preserve selected web journals by regularly polling registered journal websites for newly published content and archiving it. Each archive is continually validated against other library caches, and if the content is found to be corrupted or lost, the other caches or the journal is used to restore it.



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### **CLOCKSS**

CLOCKSS (Controlled LOCKSS) is a not-for-profit joint venture between the world's leading academic publishers and research libraries whose mission is to build a sustainable, geographically distributed dark archive with which to ensure the long-term survival of Web-based scholarly publications for the benefit of the greater global research community.

**CLOCKSS** is for the entire world's benefit. Content no longer available from any publisher ("triggered content") is available for free. **CLOCKSS** uniquely assigns this abandoned and orphaned content a Creative Commons license to ensure it remains available forever.

Since SJCMS uses Open Journal Systems that also supports the CLOCKSS (Controlled Lots of Copies Keep Stuff Safe) system to ensure a secure and permanent archive for the journal. CLOCKSS is based upon the open-source LOCKSS software developed at Stanford University Library that enables libraries to preserve selected web journals by regularly polling registered journal websites for newly published content and archiving it. Each archive is continually validated against other library caches, and if the content is found to be corrupted or lost, the other caches or the journal is used to restore it.

In addition, bibliographic data of published research scholarly work in Sukkur IBA Journal of Computing and Mathematical Sciences - SJCMS is archived in IDEAS RePEc through the input service which is exclusively granted to SJCMS for updating the metadata of published content. Published articles abstract views, downloads, and citation statistics are also available at IDEAS RePEc.

### **Article Processing or Publishing Charges**

Sukkur IBA Journal of Computing and Mathematical Sciences (SJCMS) does not charge any Article Processing Charges (APCs), Submission, or Publication Fees from authors. Sukkur IBA University with the support of the Higher Education Commission (HEC), Pakistan covers the journal publication and processing cost to the larger interest of disseminating and publishing quality research work from the platform of Sukkur IBA Journal of Computing and Mathematical Sciences.

Sukkur IBA Journal of Computing and Mathematical Sciences also provides immediate open access to its published content on the principle that making research freely available to the public supports a greater global exchange of knowledge and dissemination of ideas.



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In addition, Sukkur IBA Journal of Computing and Mathematical Sciences provides a complimentary printed hard copy of the journal to the author(s), and supplement copies of the journal are also distributed to HEI & R&D institutions of the country.

**SJCMS** does not charge article submission, processing, or publication fee from authors from any part of the world.

### **Best Practices**

The journals published by the Sukkur IBA University platform follow best practices that are applicable to all involved in publishing scholarly literature. These best practices are developed in line with specific national and international codes of conduct for research and are not intended to replace these.

Following are the areas covered under best practices:

### 1. Allegations of Misconduct

The following procedure will be followed in case of any complaint/allegation of misconduct.

Gather information: Who is making the complaint or raising the issue and who should then become involved?

- External editor and internal publishing contact should always coordinate.
- If complaints come into Sukkur IBA University through any source other than the
  publishing contact, the publishing contact should be contacted immediately.

Ultimately, who is the decision-maker regarding how to resolve and handle the complaint?

- External journal editor (or society-owner for society journal):
  - As to the merits of the claim (plagiarism, scientific procedures, the context of the dispute, prior reported research, the background of parties).
  - Possibly in conjunction with other co-editors, members of the editorial board or society, peer reviewers, experts in the field selected by the editor.
  - Possibly in conjunction with the "other journal" editor or publisher (especially for multiple publication issues).
- Sukkur IBA University may need to be involved to help document the dispute and its resolution and to provide specialist support from time to time:



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Use the procedures outlined in this document.

o The professional judgment of publishing contact or their manager about what "best practices" are with respect to the complaint made and its resolution.

o Professional advice of one kind or another (Obtain an opinion from an external expert or Legal adviser).

When is an ethics complaint a "legal" matter that requires Sukkur IBA University legal review/support?

- The "obvious" times:
  - Formal legal complaint or brief filed in court.
  - o Letter from an attorney representing an "aggrieved" party.
  - A complaint is made about the infringement of a legal right such as copyright, moral rights, or a right of privacy.
- The less obvious times:
  - Plausible (from a scientific perspective) conflicting claims from several parties which cannot be resolved by the editor through the methods and procedures outlined herein (suggesting that significant factual investigation will be required).
  - Where comment is made in a notice, expression of concern, corrigendum, or retraction that might be considered defamatory (this is automatically reviewed in the case of retractions).

## Documenting the complaint/dispute

The publishing contact should always help the editor to record and document the claim. Inter alia they should:

- Prepare an incident report with all factual questions (who, what, when, where, why) dealt with.
- For plagiarism and duplicate publication issues obtain the respective texts/articles.

### Due process for our authors

When the complaint is made against our author, the general rule will be that the journal editor should contact the author about whom a complaint has been made and the author is given the opportunity to respond/comment. The editor may decide based on the author's response (e.g., if the author is responsive, articulates a clear and convincing position - and may draw inferences from the opposite as well).



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## Involve other bodies or agents?

Consider whether there are other bodies or agents that could or should be involved (if after some degree of investigation, there seems to be some merit in the complaint and the complaint seems one that would be more easily (and reasonably) investigated and solved by that other institution. Such institutions could include:

- For plagiarism and duplicate publication, the other publisher or journal is involved in publishing the other text.
- For authorship and fraud claims, the institutions where the research was conducted.
- For bias or unfair/inappropriate competitive acts, institutions employ the alleged wrongdoer.
- For the conflict of interest disclosure matters and violation of research standards, funding agency, or employing institutions.
- <u>COPE</u> (Committee on Publication Ethics) does take on some matters, often more highprofile cases when other avenues are documented as failed.
- Note that we will not necessarily be bound by a finding of an institution or agency if such
  finding is not deemed reasonable by the editor (or does not appear to us to be reasonable).

### Responsibility to our authors

Although these procedures generally assume that it is our publication and author or co-authors who are complained about, our authors may raise a complaint with us about another publication or author:

- Usually, this should be a contact made by the journal editor to the editor of the other journal directly.
- Procedures to be followed generally mirror the procedures outlined herein.

### Remedies

- In many cases, the communication of the complaint to the author and/or the authors' institution will in and of itself be considered a significant sanction.
- Other remedies (these are not exclusive) may include (in order of severity):
  - Publication of a notice, corrigendum, or erratum in a future issue (which could also take the form of an "expression of concern").
  - Formal retraction of the article (watermarking the article to indicate it has been retracted and publication of a notice as to the reason.



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- The formal removal of the article (the actual deletion from the electronic record, a remedy suggested only for material that invades a subject's privacy or could cause serious harm).
- Publication of an editorial concerning the ethical issues raised and the journal's decision concerning the issues.
- The decision by the editorial board on future submissions by the author or author group.
- All sanctions should be considered and weighed carefully by the editor-in-chief.

## Caution regarding defamation claims

In carrying out any investigation, great care should be taken to act fairly and objectively and not to defame any author (or complainant) in any way, which could give rise to legal liabilities, including damages. To avoid defamation claims by authors, the following guidelines should be taken into account in the investigation:

- Any inquiries of an author's institution should be made in terms of an "alleged" or "apparent" violation. The inquiries should clearly state the facts and the allegation without premature judgment of the author's culpability.
- Information should be gathered carefully while imparting as little information as possible about the suspicion or accusation. To assist with information gathering, PERK provides form letters to use in investigating claims of unethical behavior.

#### 2. Authorship and Contribution

All the journals published by Sukkur IBA University require to submit the credit statement during the submission process.

Credit offers authors the opportunity to share an accurate and detailed description of their diverse contributions to the published work.

- The corresponding author is responsible for ensuring that the descriptions are accurate and agreed upon by all authors.
- The role(s) of all authors should be listed, using the relevant categories.
- Authors may have contributed in multiple roles.
- Credit in no way changes the journal's criteria to qualify for authorship.

Credit statements should be provided during the submission process and will appear above the acknowledgment section of the published paper as shown further below.



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Term	Definition
Conceptualization	Ideas: formulation or evolution of overarching research goals and aims
Methodology	Development or design of methodology; creation of models
Software	Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components
Validation	Verification, whether as a part of the activity or separate, of the overall replication/ reproducibility of results/experiments and other research outputs
Formal analysis	Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data
Investigation	Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection
Resources	Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools
Data Curation	Management activities to annotate (produce metadata), scrub data, and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later reuse
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Writing - Review & Editing	Duam quation 1
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Project administration	Management and coordination responsibility for the research activity planning and execution
Funding acquisition	Acquisition of the financial support for the project leading to this publication



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### Sample Credit author statement:

Zhang San: Conceptualization, Methodology, Software Priya Singh.: Data curation, Writing-Original draft preparation. Wang Wu: Visualization, Investigation. Jan Jansen: Supervision.: Ajay Kumar: Software, Validation.: Sun Qi: Writing-Reviewing and Editing,

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The final version of the article after the editor's approval is shared with all authors of that article before publication to report any corrections required before the final publication on the journal website.

Prof. Dr. Javed Shahani Chief Editor-SJCMS

Prof. Syed Mir Muhammad Shah Vice Chancellor Sukkur IBA University/Patron SJCMS