

CODE OF ETHICS

The Digital Territories Observatory "Te|Di" aims to publish original works, promoting research and debates on topics related to technological innovation in the geographical and geopolitical sphere. The following statement is based on Elsevier's globally recognized Guidelines for Editorial Ethics (available at <http://www.elsevier.com/ethics/toolkit>) and the Code of Conduct of the Committee on Publication Ethics (COPE) (available at <http://publicationethics.org/resources/guidelines>).

DUTIES OF EDITORS

- *Decisions on publication*

The Management of "TE|DI" is the sole and independent responsible for the decision to publish or not to publish the proposed articles. The Editor, in making these decisions, may consult with other editors or reviewers.

- *Fairness and non-discrimination*

The Editors evaluate the articles proposed for publication on the basis of their content without discrimination of race, gender, sexual orientation, religion, ethnic origin, citizenship, political orientation of the authors.

- *Confidentiality*

The Editors and other staff members undertake to protect the confidentiality of all material submitted to the journal and all communications with reviewers, not disclosing information about the proposed articles to anyone other than the author and reviewers.

- *Peer review*

Management must ensure that the peer review process is fair, impartial and timely. Articles must be reviewed by at least two independent external reviewers, and further opinions will be sought if necessary. The Management must establish a transparent mechanism for appealing editorial decisions.

- *Conflict of interest and disclosure*

The Management and the other members of the staff undertake not to use the contents of an article proposed for publication in their own research without the written consent of the author. The editor should not be involved in decisions regarding articles written by himself or by members of his family or colleagues, or that concern products or services in which the editor has an interest. In addition, every article of this type must undergo all the usual procedures of the journal.

DUTIES OF REVIEWERS

- *Contribution to the editorial decision*

Double-blind review is a procedure that helps the Editors make decisions on the proposed articles and allows the author to improve his or her contribution. Reviewers are asked to treat authors and their work as they would like to be treated themselves and to observe good review etiquette. Selected reviewers who do not feel qualified for review of research reported in a manuscript, or who know that timely review will be impossible, must notify the editor and refuse to participate in the process.

- *Confidentiality*

Any text assigned for reading must be considered a confidential document. Therefore, these texts must not be discussed with other people without explicit authorization from the Management.

- *Standards of objectivity and conflicting interests*

The review must be conducted objectively. Any personal judgment on the author is inappropriate. Auditors are required to adequately justify their opinions in a clear manner. Reviewers should consult with the editor before agreeing to review an article in which they have potential conflicts of interest arising from competitive, collaborative, or other relationships with any of the authors linked to the article.

- *Indication of texts and ethical issues*

The reviewers undertake to indicate precisely the bibliographical details of fundamental works that may have been neglected by the author. The reviewer must also point out to the editors any similarities or overlaps of the text received for reading with other works known to him.

- *Dissemination*

Confidential information or information obtained during the review process should be considered confidential and may not be used for personal purposes.

DUTIES OF THE AUTHORS

- *Data access and storage*

If the Editors deem it appropriate, the authors of the articles should also make available the sources or data on which the research is based, so that they can be kept for a reasonable period of time after publication and possibly made accessible.

- *Originality and recognition of sources*

The authors, in submitting their text for publication, implicitly declare that they have composed an original work in all its parts and that they have cited all the texts used. Authors should cite publications that influenced the reported work and that give the work appropriate context within the broader academic record. Plagiarism takes many forms, from making someone else's article believe to be one's own, to copying or paraphrasing substantial parts of another's article without attribution, to claiming the results of research conducted by others. In all its forms, it constitutes unethical behavior and is unacceptable.

- *Multiple, repetitive, and/or competing publications*

The author should not publish articles describing the same research in more than one journal. Proposing the same text to more than one journal at the same time is ethically incorrect and unacceptable. The publication of certain types of articles in more than one journal is sometimes justifiable, provided that certain conditions are met. The authors and editors of the journals concerned must agree on the secondary publication, which must reflect the same data and interpretation as the primary document (which must be cited).

- *Authorship of the work*

The authorship of the work must be correctly attributed and all those who have made a significant contribution to the conception, organization, implementation and reworking of the research that is the basis of the article must be indicated as co-authors. If other people have participated significantly in some phase of the research, their contribution must be explicitly recognized.

In the case of contributions written by several authors, it is the responsibility of the author who submits the text to the journal to have correctly indicated the names of all the co-authors and to have obtained their approval of the final version of the article and consent to publication. Only in exceptional circumstances will the Publisher consider (at its discretion) the addition, deletion or reorganization of authors after the submission of the manuscript and the author must clearly indicate this request to the Publisher. The authors assume collective responsibility for the work and each individual author is

responsible for ensuring that issues relating to the accuracy or integrity of any part of the work are adequately resolved.

- *Conflict of interest and disclosure*

The presentation of a text for publication in the magazine of "TE|DI" implies, on the part of all authors, that there are no conflicts of interest that could have affected the results achieved or the proposed interpretations. Authors are required to indicate any funding bodies for the research and/or project from which the article originates.

- *Errors in published articles*

When an author identifies a significant error or inaccuracy in one of his articles, he is required to promptly inform the Management and to provide them with all the information necessary to report the necessary corrections. In cases of plagiarism that have escaped review and *anti*-plagiarism software, the Editors withdraw the article and invite the authors not to use it in competitions and in all evaluation procedures.