



# Homi Bhabha National Institute

2nd floor, BARC Training School Complex, Anushaktinagar, Mumbai, Maharashtra, India - 400 094.

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## Guidelines for authorship of papers for faculty and students of HBNI

### Preamble

Publication in peer reviewed international journals is an essential and important part of the research programs. As a premier Deemed-to be University, HBNI would endeavour to ensure that the publications of HBNI students and faculty are of highest standards, and also ensure that the processes for publication, including choice of authors, choice of journals, etc are of highest standards. This document is intended to serve as a guide for students and faculty of HBNI with regard to the publication of the research work in journals.

In addition to these guidelines, the student / faculty member is also expected to adhere to additional guidelines issued by the Constituent Institution.

Present HBNI guidelines prescribe that for consideration for award of a Ph.D degree, the student should have published / communicated a certain minimum number of journal papers, the number depending upon the discipline, as prescribed by Academic Council. In addition, there could be papers related to work not included in the thesis and where the student is an author or a co-author. These guidelines would apply to the journal papers independent of the type of authorship of the student.

### 1. Basis for Authorship of Papers

Scientific/technical inputs in the form of experimental work, data analysis & interpretation, theoretical inputs, originator of idea, guidance and review are some of the major criteria for the basis of authorship.

1.1. All those who have contributed should find a place in the list of authors

1.2. The following can be the basis for assigning co-authorship:

- Substantial contributions to the conception, design or execution of the work described in the paper or contribution to the core objectives of the work described in the paper
- Experimental arrangement, calibration, setup, acquisition of data (major part)
- Analysis and interpretation of data
- Simulation or modelling works pertaining to the scope of the publication and included in the paper



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- 1.3. Authors shall be able to establish quantitative accountability for the reported work and as a minimum, authors should be able to take responsibility for at least a particular section of the study.
- 1.4. In general, it is preferable to have the first author as communicating author.
- 1.5. Contributions that alone do not justify authorship include:
  - Assisting the research by providing general advice,
  - Providing research space or infrastructure
  - Departmental oversight
  - Isolated analyses, or
  - Providing samples, chemicals, suggestions, study materials etc., which are of minor nature.
- 1.6. All such individuals who contributed to the work in some manner, but whose contributions are not of sufficient magnitude to warrant authorship could be identified by name in acknowledgements section.

## 2. Responsibilities of Authors

- 2.1. All the authors are jointly responsible for the content of the paper.
- 2.2. It is however, the duty of the lead author or the principal author, to ensure that a) there is suitable protection of IPR as per guidelines of CI b) permissions have been taken for reproduction of figures, tables and texts from other papers, as necessary.
- 2.3. Lead author has to ensure that the same paper is not published or communicated to multiple Journals.
- 2.4. Registration in case of clinical trials including ethics committee clearance.

At every stage, any communication or comments are to be informed to all authors.



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## 3. Guidelines for submission of Manuscripts for Publication

- 3.1. The list of authors should clearly bring out the affiliation. Where the student is an author, it is recommended that the primary affiliation should be shown as Homi Bhabha National Institute. The faculty member may indicate his primary affiliation as an employee of his respective organisation while also indicating his association with HBNI as faculty in a suitable manner.
- 3.2. Manuscripts of all abstracts/papers should be first circulated by the lead author among all the co-authors and their suggestions should be incorporated
- 3.3. Where the student is the communicating author, the student should get the approval of the guide before communicating the paper to any journal. The manuscript should also be vetted by the concerned authorities as per procedure laid down by the CI.

## 4. Choice of journals:

The student is expected to publish his work in international journals of high standards. The minimum requirement would be that the papers are independently and critically peer reviewed. HBNI advocates the publication in journals indexed in Scopus. Other attributes such as impact factor of the journal, the presence of eminent experts in the editorial board, etc., could also be guiding factors. HBNI strongly discourages publication in “predatory “ journals, including those where publication is possible without a peer review on payment of charges. Any such publication shall not be considered by the Board of Studies as qualifying for fulfilment of the criterion of number of publications for the acceptance of synopsis for further consideration.

## 5. Plagiarism

HBNI has a policy of zero tolerance towards Plagiarism. Any thesis or dissertation submitted by the student has to be accompanied with a certification by the student that the thesis was indeed written by him, and is free of plagiarism. The supervisor, on his part, is expected to endorse that the thesis / dissertation is plagiarism-free. Each CI has been advised to acquire appropriate software to detect plagiarism and ensure that all research papers and other such documents are all subjected to a plagiarism test.

It is the collective responsibility of all authors to ensure that plagiarism of any form that would affect their own and the Institute's credibility is not present. The final onus shall be on the first author. As per UGC guidelines, any thesis with similarity index greater than 10 % will attract



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penalty. Proprietary information such as drawings, figures, data, tables etc., have to be suitably acknowledged and also wherever necessary, copy right permission needs to be obtained.

Self-plagiarism also must be avoided.

## 6. General:

The data communicated through the paper as well as any intellectual property generated through the research work of HBNI student would continue to be the property of the CI, and permission should be obtained from the CI before use or dissemination of data obtained by the research work, even after leaving the HBNI/CI.