



**PRIYADARSHINI DENTAL COLLEGE AND HOSPITAL
PUBLICATION POLICY**

VERSION: 03

Doc No: PDCH/PC/03/2023

Date of Issue:13.02.2023

Prepared by

**Dr. I. Paavai, MDS
Professor&Head,
Department of Periodontics
Priyadarshini Dental College and Hospital**

Approved by

**Dr. B. Sivapathasundharam, MDS
Principal,
Priyadarshini Dental College and
Hospital**

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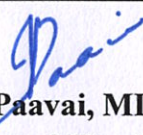
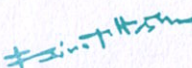
Preamble

Publication is defined as an act of publicizing a content in either a printed or digital format. Publications are the primary way to share and exchange the knowledge. Despite the various technological advances, there is always a lacunae, owing to a complete contemplation of knowledge in a particular topic of interest. To curb this lacunae, by means of facts, findings and evidences, publications are the most authentic means. Publications are standard literature evidences that share the details to its accuracy. Priyadarshini Dental College and Hospital proposes this publication to guide the faculty members and students to publish in accordance to UGC CARE (University Grants Commission - Consortium of Academic and Research Ethics), ICMJE (International Committee of Medical Journal Editors) and COPE (Committee on Publication Ethics).

Definitions

Authorship

An author is defined as a person who is the source of some form of intellectual or creative work, providing contribution towards concept, design, data acquisition and analysis, manuscript preparation, manuscript review and revision.

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Lead author: Lead author is the first author and is the one individual who carries out research as well as the manuscript preparation work. The lead author contributes to all the three components, scholarship, authorship and approval.

Co-author: Co-author is the person who collaborates with the lead author to make profound contribution towards manuscript. They primarily contribute towards authorship and approval of the manuscript.

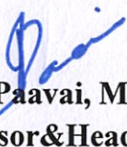
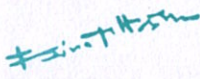
Funding: Research funding is defined as a grant obtained for carrying out a research work through competitive /scientific process.

Potential financial interests: Support in form of commercial stocks / shares / patents by the organization that is possibly the primary organization being benefitted / directly affected by the results / reach of the publication.

Non-financial competing interests:

Refers to any association to declare any unpaid roles that may have an impact on the publication that is possibly the primary organization being benefitted / directly affected by the results / reach of the publication.

- a. Unpaid membership in governmental / non-governmental organizations

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- b. Unpaid membership in any affiliated lobbying organizations.
- c. Any unpaid advisory position in the organization that is possibly the primary organization being benefitted / directly affected by the results / reach of the publication.

Plagiarism is an act of copying another individuals' words / works / ideas and publishing it as their own.

Duplicate publication is an instance where the author reuses a major part of his / her own data / work which is previously published without any proper acknowledgement / references.

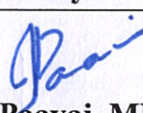
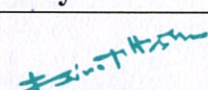
Falsification is a process where the author manipulates the research protocol/ material / data such that the actual work is not represented accurately.

Objectives

PDCH publication policy will monitor all forms of print or digital publications like scientific articles, books, book chapters, conference papers, and other types of publications like brochures, news letters, magazines and articles for vernacular magazines.

It is mandatory that all publications from PDCH should be scrutinized and approved by the publication committee.

The objectives of PDCH publication committee are:

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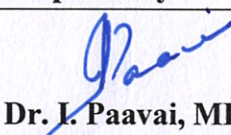

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- a. To bring up PDCH as one of the renowned institutions in terms of research
- b. Foresees ethics for all forms of publications in PDCH.
- c. To promote and facilitate research / publication works in PDCH.
- d. To enhance scientific collaborations pertaining to publications / research in PDCH.
- e. To create rules for research/publication
- f. To create awareness and identify research misconduct and correct the same.
- g. To initiate action against research/publication misconduct
- h. To monitor and enhance the quality of research / publication
- i. To resolve interdepartmental and intradepartmental authorship disputes.

Selection of journal

Selection of journal is an important step in publishing a research work. PDCH recommends publishing of articles in journals indexed in reputed indexing authorities namely, Scopus, PubMed/Medline and Web of Science. Apart from this PDCH also accepts and recommends publications in journals listed in UGC CARE. CARE (consortium of academic and research ethics) is proposed by UGC (University grants commission) has created a reference list, which are recognized by the statutory authorities in India. PDCH guides the authors in not to publish in predatory and cloned journals.

Authorship guidelines

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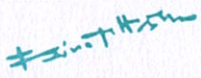
ICMJE has proposed certain criteria to attain authorship in a research publication. PDCH also follows the same guideline to recommend authorship. The authors should have a

1. Contribution towards concept, design, data acquisition and analysis. Drafting and reviewing of manuscript.
2. Contribution towards manuscript drafting and reviewing
3. Authority of final approval
4. Accountability

Any credited author of a publication should have substantial contribution in the above four mentioned categories. The author with maximum contribution should be made the 1st author. In case of scientific collaboration equal authorship will be provided to the partnering institution, provided, significant contribution.

Acknowledgements

PDCH recommends contributor who do not meet the above mentioned criteria will only be acknowledged and will not be given authorship in the article. Contributions like editing of manuscript, acquisition of funding/grants, technical corrections, statistics will not be considered for authorship.

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Artificial intelligence tools using Large language models (LLMs) such as Chat GPT, BERT, Azure etc used in writing an article shall not be given an authorship, since the LLM tools can't hold for accountability of the research. However, usage of LLM should be mandatorily included in the methodology or acknowledgements section of the manuscript, with the details on their usage.

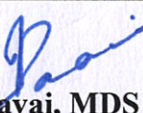
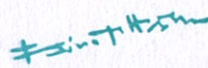
Conflict of interests

They are defined as financial and non-financial contributions towards a research that could preferably undermine the objective of the publication, authenticity and values of the publication, despite of the objectivity and integrity in the data.

All the authors in the manuscript must approve or declare the status of their competing interests. It is their duty to disclose the conflicts with additional financial information.

Plagiarism, duplicate publication and falsification

PDCH has constituted an Academic Integrity Panel (AIP). It monitors all the research and publication for its authenticity and scrutinizes research misconduct in forms of plagiarism, duplication and falsification according to ICMR/COPE guidelines. So any manuscript intended to be published shall go through the PDCH AIP.

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The levels of plagiarism as proposed by UGC is followed by PDCH academic integrity panel and are

Level 0:- similarities up to 10%.

Level 1:- similarities above 10% and up to 40%.

Level 2:- similarities above 40% and up to 60%.

Level 3:- similarities above 60%.

Penalties implicated in PDCH, in case of plagiarism in academic and research publications

I. Level 0: Similarities up to 10% -

Minor similarities, no penalty.

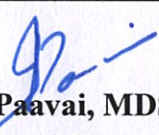
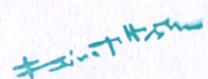
II. Level 1: Similarities above 10% to 40%

i. Shall be asked to withdraw manuscript.

III. Level 2: Similarities above 40% to 60%

i. Shall be asked to withdraw the manuscript.

ii. Shall be denied a right to one annual increment / one year withholding of promotion.

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IV. Level 3: Similarities above 60%

- i. Shall be asked to withdraw manuscript.
- ii. Shall be denied a right to two successive annual increments.

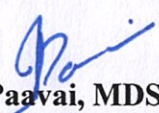

Penalties in case of plagiarism in research misconduct

If proven for a research misconduct, the candidate shall be asked to withdraw the publication/ presentation work. Additionally, the candidate shall be denied one annual increment / one year withholding of promotion.

Methods to curb research misconduct

- All reported works will be submitted to a plagiarism checking software and provide a report generated with the draft to the consideration by the research committee.
- Submission of declaration to be done in the specific academic integrity undertaking format prescribed by AIP along with the report.
- To ensure the researchers to provide proper acknowledgment and permission of author wherever necessary.
- To provide soft copies to be submitted in institutional digital repository.

Confidentiality

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PDCH recommends the researcher despite of knowing the identity of the study subject / details, obliges to protect it from public. It upholds the matter of privacy inclusive of study samples, protocol, data and results in order to maintain the ethics and integrity.

Prior publication

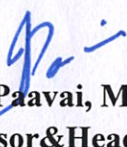
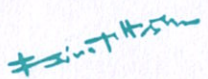
The following should be scrutinized and avoided

- The content previously published as a paper in any type of journal
- The content previously published as a short article/ long abstract/ proceedings/ paper/ poster/ part of a book chapter
- Archival reports / doctoral dissertation that are available in any non-institutional / institutional digital repository.

Image integrity

- The image should be minimally processed
- The image should be of high quality
- The image should be 300 dpi in case of color / 600 dpi in case of black and white/ 1200 dpi in case of line art.

Standardization of research

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PDCH recommends faculty members to conduct research as per the to the following guidelines

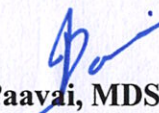

- Declaration of Helsinki for all animal / human experiments
- Institutional ethical committee approval for all animal / human experiments
- ARRIVE guidelines for animal experiments.
- CONSORT / STROBE / STARD guidelines for human experiments
- PRISMA guidelines for systematic review and meta-analysis.

Non – scientific publication:

Non- scientific publication is an act of publicizing content in a oral, written or digital format in a non-scientific/academic forum. Any non - scientific publication by the faculty members and students of PDCH should not violate the policies of local government or management. It should be approved in prior by the head of the institution or management.

Publication promotion


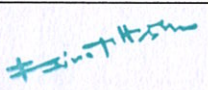
- Each faculty member of PDCH should publish at least one article per year on a minimal basis in an indexed journal and journal listed in UGC CARE.
- Conduction of training programs on research/publication ethics for the faculty members and students of PDCH.

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- Mandatory IEC approval for any research and its publication from PDCH.
- Mandatory registration and ID creation of all the faculty members of PDCH in Scopus, Orcid, Web of Science and Vidwan directories.
- Incentive of Rs.5000/- will be rewarded to the 1st author for publishing in a reputed journal (PubMed /Scopus /web of science) indexed journals that can be shared among themselves.
- Awards for the students and faculty members of PDCH, who publish in the journals having high impact factor/cite score.
- Considering the quality (H index and number of citations) and quantity of publication to decide on promotion and increment.
- Recommendations from PDCH Academic Integrity Panel on the authenticity of the research will also be considered for promotion and increment.
- Additional incentive for the authors obtaining patent and grants.

To conclude, PDCH gives a profound importance in encouragement of research and publication in recommended journal. Thus, PDCH aims in establishing itself to be a renowned institution for research/ publication in national/international standards.

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