

# LITIKUM JOURNAL INFORMATION, PUBLICATION ETHICS, POLICIES, AND STATEMENTS

17/08/2023

## 1 Journal information

### 1.1 Basic information

Journal name: *Litikum – Journal of the Lithic Research Roundtable*

Journal short name: *Litikum*

E-ISSN: 2064-3640

Subject area: Social Sciences, Arts and Humanities, Archaeology and Prehistory (Scopus 1204, 3302; Frascati 6.1, Library of Congress CC, D1)

Language: primarily English, or French, German, Hungarian

Publisher: Lithic Research Roundtable

Responsible publisher (kiadásért felelős személy): [György Lengyel](#), National Institute of Archaeology, Hungarian National Museum, Budapest and University of Miskolc, Miskolc

Registered office (a kiadó székhelye): Institute of Archaeological Sciences, Eötvös Loránd University, Múzeum Krt. 4/B, Budapest, Hungary, H-1088

Webpage: <https://litikum.hu>

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### 1.2 Editorial team

Editor-in-chief, responsible editor (főszerkesztő, szerkesztésért felelős személy): [Zsolt Mester](#), Institute of Archaeological Sciences, Eötvös Loránd University, Budapest

Editor, (szerkesztő): [György Lengyel](#), National Institute of Archaeology, Hungarian National Museum, Budapest and University of Miskolc, Miskolc

Editor, technical editor, journal manager (szerkesztő, technikai szerkesztő): [Attila Király](#), Institute of Archaeological Sciences, Eötvös Loránd University, Budapest

### 1.3 The Lithic Research Roundtable

The Lithic Research Roundtable (LRR) unites prehistorians and archaeologists in Hungary who are interested in lithic studies - anything in connection with lithics as an aspect of humanity's material culture. Although the present members of the LRR are focusing mainly to the Palaeolithic era, we accept opinions and contributions from every time period.

Since 2010, the Roundtable holds its meeting in the first Friday of December, in every year. The Roundtable is a forum for presenting on-going research, new approaches and methods related to lithic analysis.

One lesson the Hungarian Palaeolithic teaches us, that the scale of our inquiry should encompass the whole Central European region at least. The palaeolithic developments are clearly do not stop at present-day administrative borders. As the means of scientific communication become more intense and ever-reaching, there is a need to broaden our view and tighten our sense about past cultural developments in time and space.

For this reason we would like to build a common Central European forum of lithic studies in general. Our journal, the Litikum serves as the base of this common platform.

#### 1.4 Aims and scope

The *Litikum – Journal of the Lithic Research Roundtable*, shortly, Litikum, is an open-access electronic journal of the Lithic Research Roundtable, an informal assembly of lithic experts in Hungary (ISSN 2064-3640 (Online)). Litikum accepts manuscripts (1) from the field of archaeology concerning lithic research of the Palaeolithic, Mesolithic, Neolithic and later periods, and (2) theoretical and methodological papers related to lithic studies in general.

Litikum publishes original research articles, review articles of existing literature, including book reviews, and short communications about current developments in lithic studies. We also welcome thematically related conference proceedings in the mentioned fields. The preferred language of use is English, other tongues are accepted on a case-by-case basis.

**Timing and reach.** *Litikum* issues one volume per year or two years, depending on the number of accepted papers. However, editorial assessment and publication of the articles are continuous throughout the year, knowing that prompt dissemination is key in our academic field. Thus, research published in *Litikum* is immediately available to the widest possible audience through our website and archiving partners, in pdf format.

**Manuscript submission.** Manuscripts are to be submitted through the [litikum@litikum.hu](mailto:litikum@litikum.hu) email address. For article submission guidelines and further information about our editorial process, please consult our [Author Guidelines](#) page.

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### 3 Archiving, repository policy and indexing

*Litikum* is a member of the Crossref organization, therefore the Editorial Team issue all of our published papers with a digital object identifier (DOI) and archives them, as provided by our partner, in the Library and Information Centre of the Hungarian Academy of Sciences [repositories](#).

The submitted and accepted versions of the papers are allowed to be deposited by the authors in an institutional or other repository of the author's choice without embargo. Following the first publication by *Litikum*, the published version is also allowed to be deposited by the authors without embargo. However, the published version has to be deposited in concert with the Creative Commons Attribution-Noncommercial-ShareAlike 4.0 International (CC BY-NC-SA 4.0) license.

The *Litikum* is indexed in [CrossRef](#).

For our Peer Review policy, Data privacy policy, Plagiarism policy, Corrections and retraction policy, Data availability statement, Funding statement, and Disclosure statement, see our [Publication Ethics](#) page.

All of our policies and statements can be downloaded as a PDF file [here](#).

## 4 Publication Ethics

The *Litikum* journal attempts to comply with all the ethical standards of scholarly publishing, and we expect this commitment from our authors as well. The Committee on Publication Ethics (COPE) [webpage](#) covers all issues you may encounter as an author, reviewer or editor of scientific literature. Here, we outline only the most important topics in publication ethics. All of this information is available and downloadable on this page. If you have any questions or need any further clarification, please contact the Editorial Team at the journal's e-mail address: [litikum@litikum.hu](mailto:litikum@litikum.hu).

### 4.1 Duties and responsibilities of the interested parties

#### 4.1.1 Editorial Team (including the Editor-in-chief, Responsible Editor, Associate Editors, and Technical Editors)

The editor-in-chief has full authority over the content of *Litikum – Journal of the Lithic Research Roundtable* (henceforth the Journal), the reception, editing, and publication of the content, as well as its publication and dissemination on the Journal's channels. In this activity, the editor-in-chief can ask for advice and cooperation from the other members of the editorial team, who contribute to ensuring the

operation of the Journal. The editor-in-chief is responsible for maintaining contact with the responsible publisher.

The designated editors, including the editor-in-chief, decide on the publication of the received manuscripts, based on the scientific content of the manuscript, its compliance with the Journal's theme, its originality, the opinions of the reviewers of the manuscript and the editors. If the author of the manuscript is an editor, the author and other interested parties may not participate in the decision about publication.

The editorial team may not disclose information about manuscripts to persons not involved in the editing and publishing process without the written permission of the author, except for publishing the version-of-record of the article. The members of the editorial team, including the editor-in-chief, the responsible publisher and the authors ensure full cooperation and amicable resolution of the situation in all suspected ethical misconduct that may arise. In these, cases, the editorial team follow the [COPE Flowcharts](#) in their operation. In case of any well-founded ethical concern, the editorial team must report the relevant details of the case to the concerned parties and the general public on the Journal's communication channels.

The editorial team is also committed to improving the quality of the journal, and to providing authors and reviewers with detailed guidelines which are modified and updated as soon as any new information or change occurs, to ensure responsible conduct from all parties.

In all cases, the editors keep the recommendations of the [COPE Code of Conduct for Journal Editors](#) in mind.

#### **4.1.2 Responsible Publisher and journal management**

The responsibility of the publisher and the journal manager is to ensure the functioning and accessibility of the Journal, following the platinum Open Access path, for authors, editors and users alike. The responsible publisher promotes cooperation between the interested parties that guarantee the operation, and in the event of any possible ethical misconduct, participates in the investigation and resolution of the case. In other relevant ethical issues, we consider the [COPE guidelines](#) to be authoritative.

#### **4.1.3 Peer review policy**

We follow the [COPE guidance](#) on review ethics, and we expect the same from authors and reviewers also. For original research papers and review articles, the Journal usually employs double-blind peer review, thus, the reviewer doesn't know the identity of the author, and vice-versa. However, as relatively few colleagues have expertise in the Journal's special subject (lithic studies), in certain cases, an expert editor reviews the manuscript in a single anonymized way, to maintain prompt editing and publication. For book reviews and short communications, an expert editor reviews the manuscript in a single anonymized way.

Both the authors and the reviewers can request the editor for an open method, where all the participants reveal their identities to the others. Upon unanimous agreement, the editor initiates this protocol, which usually strengthens the cooperative and constructive aspects of the process.

Reviewers should examine the submitted manuscript fairly, throughout and objectively, and in a reasonable time, exercising confidentiality at every stage, and report whether they accept (with or without corrections) or reject the paper. The reviewers are expected to provide clear and well-supported

explanations for their decision and constructive suggestions for the authors. For our Peer review process, please, consult the “4 Peer Review” section of our [Author Guidelines](#) page.

#### 4.1.4 Authors

Authors are expected to submit their original work not be published or submitted elsewhere at the same time. Authors must acknowledge and participate in the peer review process.

**Plagiarism policy.** If the author presents the work of others or their previously published work, they must attribute and reference the source. We conduct software screening procedures to ensure the originality of the works we publish. We investigate any allegations of plagiarism, together with the authors of the submitted material. If the allegations seem founded, we involve all alleged parties in the discussion. Be aware that all liability belongs to the authors.

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#### 4.1.5 Editors as authors

Given the narrow scope and academic community of the Journal’s topic, especially in East-Central Europe which is the main area of interest of the Journal, manuscripts of editors can be accepted by our Journal. In these cases, in addition to the duties explained in the previous „2.1.4. Authors” section, we rely on the COPE’s guidelines:

„Certainly there are examples of editors publishing studies in their own journals, particularly in those circumstances where the choice of journals is limited, as in this case. Provided every effort is made to minimise any bias in the review process by having another associate editor handle the peer review procedure independently of the editor (recognising that it would be impossible to remove bias completely), and the process is absolutely transparent, then this would be the most appropriate route to take. It was suggested that the editor send the article out for review without any names on it, but he said the subject field was so narrow and specialised that any reviewer would know who had written the paper. As an extra precaution, if and when the article in question is published, the editor might like to publish an accompanying commentary showing how transparent the reviewing process had been.” Quotation source: <https://publicationethics.org/case/editor-author-own-journal>

## 4.2 Authors' statements

### 4.2.1 Conflict of interest

When the authors or their employer/sponsor have a financial, legal, or professional relationship with other organizations, or with the people working with them, which could influence their research, there is a possibility of a conflict of interest.

We require a disclosure statement in the manuscripts, following the main text, before the list of references. The statement will be placed in the article after we considered the circumstances and accepted your manuscript. In this way, your statement can not affect peer review.

Statement template: *„Following the Litikum journal's policy and my ethical obligation as a researcher, I am reporting that I [have financial / business interests in] [receive funding from] [am consult to] [an organization / a company] that may be affected by the research reported in this study. I have disclosed those interests fully to the Litikum journal, and I will handle any potential conflicts arising from that involvement.”*

If the authors are not aware of a conflict of interest, they do not need to address a statement. In this case, they enclose this in the manuscript: *„No potential conflict of interest was reported by the authors.”*

### 4.2.2 Funding statement

We require a funding statement in the manuscripts, following the main text, before the list of references. The authors should supply us with the full name of their funder and the ID of their grant, and any other information that may be required by their funding agent, or they wish to note. If they have more sources, they should list them.

The authors may use this template: *„The author[s] disclosed receipt of the following financial support for the research and/or the publication of this article: This work was supported by [funding agent] [grant number in brackets].”*

If their research was not funded by a specific grant or any grant, use this phrase: *„The author[s] received no financial support for the research and/or the publication of this article.”*

The statement will be placed in the article after we considered the circumstances and accepted the manuscript. In this way, the author statement can not affect peer review.

### 4.2.3 Data availability statement

Litikum is committed to transparency in humanities research, therefore a data availability statement is required upon submission. This statement does not coerce the authors to follow any sharing policies, it clears the origin and accessibility of the data they used in the paper. The authors can choose to withdraw or to share upon request, to share publicly with or without compliance with the [FAIR principles](#) on data publication. The authors can use the following predefined statement templates.

Availability: data sharing is not applicable, because the author did not produce any new data for the paper. Template: *„Data sharing does not apply to this article as no new data were created or analyzed in this study.”*



Availability: all the data can be found in the article or the supplements shared with it, on our website. Template: „*The author[s] confirm[s] that the data supporting the findings of this study are available within the article [and/or] its supplementary materials.*”

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The *Litikum - Journal of the Lithic Research Roundtable* publishes versions of records of articles that cannot be modified or deleted. Errors in content and form, if they directly affect the intended interpretation of the content, will be published in a separate "Erratum" (editing error) or "Corrigendum" (author error) article, together with the original recorded version, on its web page. We will not correct minor errors or typos afterwards if they do not affect the intended interpretation of the publication.

In the event of serious errors in content, form or copyright, including plagiarism, the published article may or may need to be retracted. In this case, the editors publish a retraction note instead of the paper, on the webpage of the already published article, which includes the original publication (meta)data and the reasons for the withdrawal.

The editor-in-chief is responsible for the corrections, the author's consent is the condition for the correction to be published. The decision to retract is solely the responsibility of the editor-in-chief, the other members of the editorial board and the author may use a proposal, or depending on the law, the editor-in-chief may be obliged to waive this.

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