COPE

PLAGIARISM
IN A SUBMITTED MANUSCRIPT

REVIEWER INFORMS EDITOR ABOUT SUSPECTED PLAGIARISM

Thank reviewer and say you plan to investigate. Get full documentary evidence if not already provided

Check degree of copying

Clear plagiarism (unattributed use of large portions of text and/or data, presented as if they were by the plagiarist)

Contact corresponding author in writing, ideally enclosing signed authorship statement (or cover letter) stating that submitted work is original/ the author's own and documentary evidence of plagiarism

Redundancy (ie, copying from author's own work)

SEE FLOWCHART ON REDUNDANCY

Minor copying of short phrases only (eg, in discussion of research paper from non-native language speaker). No misattribution of data

Contact author in neutral terms expressing disappointment/explaining journal's position. Ask author to rephrase copied phrases or include as direct quotations, with references

No problem

DISCUSS WITH REVIEWER AND PROCEED WITH REVIEW

No response

Attempt to contact all other authors (check **Medline/Google** for current affiliations/emails)

Author responds

Unsatisfactory explanation/ admits guilt

WRITE TO AUTHOR (ALL AUTHORS IF POSSIBLE) REJECTING MANUSCRIPT, EXPLAINING POSITION AND EXPECTED FUTURE BEHAVIOUR

CONSIDER INFORMING AUTHOR'S SUPERIOR AND/OR PERSON RESPONSIBLE FOR RESEARCH GOVERNANCE AND/OR POTENTIAL VICTIMS

Inform author(s) of your action

Satisfactory explanation (honest error/journal instructions unclear/very junior researcher)

Write to author (all authors if possible) explaining position and expected future behaviour. Consider if need for rejection or revision

INFORM REVIEWER OF OUTCOME/ACTION

No response

Contact author's institution requesting your concern is passed to author's superior and/or person responsible for research governance

If no response,

KEEP CONTACTING INSTITUTION EVERY 3-6 MONTHS

If no resolution, consider contacting other authorities, (eg, **ORI** in US, **GMC** in UK)

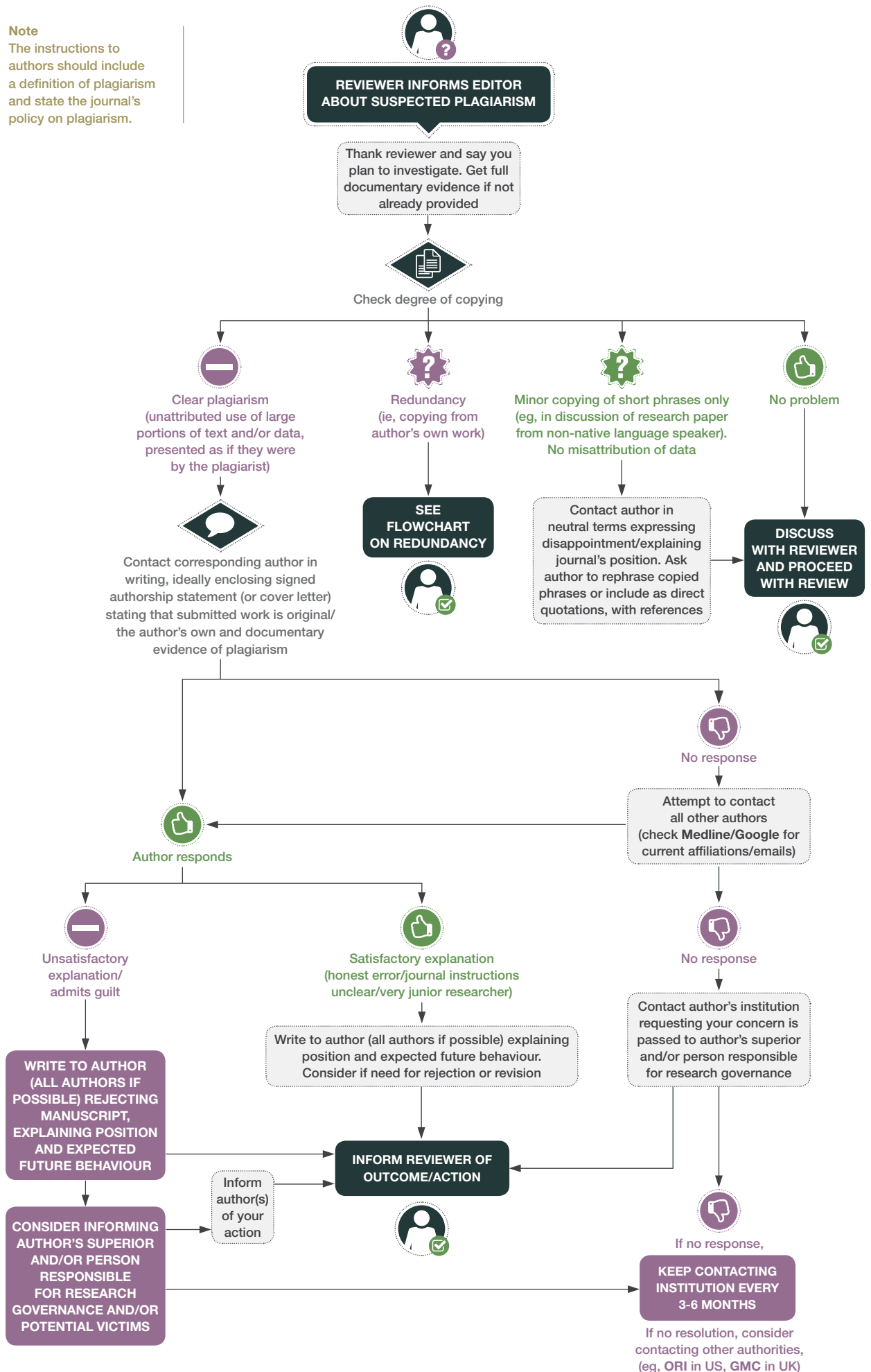**INTELLECTUAL PROPERTY**

COPE

PLAGIARISM
IN A PUBLISHED ARTICLE

Note
The instructions to authors should include a definition of plagiarism and state the journal's policy on plagiarism.

READER INFORMS EDITOR ABOUT SUSPECTED PLAGIARISM

Thank reader and say you plan to investigate. Get full documentary evidence if not already provided

Check degree of copying

Clear plagiarism (unattributed use of large portions of text and/or data, presented as if they were by the plagiarist)

Contact corresponding author in writing, ideally enclosing signed authorship statement (or cover letter) stating that work is original/the author's own and documentary evidence of plagiarism

Author responds

Unsatisfactory explanation/admits guilt

Contact all authors and tell them what you plan to do

INFORM EDITOR OF OTHER JOURNAL(S) INVOLVED OR PUBLISHER OF PLAGIARISED BOOK(S). CONSIDER PUBLISHING RETRACTION

Inform author(s) of your action

CONSIDER INFORMING AUTHOR'S SUPERIOR AND/OR PERSON RESPONSIBLE FOR RESEARCH GOVERNANCE

Satisfactory explanation (honest error/journal instructions unclear/very junior researcher)

Write to author (all authors if possible), explaining position and expected future behaviour. Consider if need for retraction or correction

INFORM READER AND VICTIM(S) OF OUTCOME/ACTION

Minor copying of short phrases only (eg, in discussion of research paper). No misattribution of data

Contact author in neutral terms expressing disappointment/explaining journal's position. Discuss publishing correction giving reference to original paper(s) if this has been omitted

INFORM READER (AND PLAGIARISED AUTHOR(S) IF DIFFERENT) OF JOURNAL'S ACTIONS

No response

Attempt to contact all other authors (check **Medline/Google** for current affiliations/emails)

No response

Contact author's institution requesting your concern is passed to author's superior and/or person responsible for research governance

If no response,

KEEP CONTACTING INSTITUTION EVERY 3-6 MONTHS

If no resolution, consider contacting other authorities, (eg, **ORI** in US, **GMC** in UK)