

KADEM

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Scientific Event and Ethics Policy

Abstract books and full-text proceedings published within the scope of Women and Democracy Foundation (KADEM) Scientific Events are prepared in accordance with international publication ethics standards.

This guide defines the ethical and publication principles to be applied in the processes of evaluation, preparation for publication, and archiving of papers presented and published at scientific events organized by KADEM.

In this context, the [COPE guidelines](#), the editorial responsibility principles published by the [Council of Science Editors \(CSE\)](#), and the [Principles of Transparency and Best Practice in Scholarly Publishing](#) (a joint statement by [COPE](#), [DOAJ](#), [OASPA](#) and [WAME](#)) are taken as a basis.

KADEM Scientific Events aim to ensure that the papers published in accordance with these principles meet the standards of academic integrity, transparency, and responsible publishing.

Adherence to the Schedule

In KADEM Scientific Event Programs, paper submission and evaluation processes are carried out in accordance with the announced schedule.

Submission deadlines are determined definitively and may be changed only in cases of necessity. In the event of delays, authors are informed and have the right to withdraw their papers. Editors and scientific committees make every effort to ensure that the proceedings are published on time.

Authorship Criteria

Authors listed in the papers must meet internationally accepted authorship principles. In this context, the authorship criteria defined by the [ICMJE](#) are taken as a reference:

- Making a significant contribution to the design of the study, or to data collection, analysis, or interpretation
- Participating in the drafting of the text or in its critical revision

- Approving the final version
- Taking responsibility for the accuracy and integrity of the work

Author contributions may be declared at the time of submission using the [CRediT \(Contributor Roles Taxonomy\)](#). This contribution statement is presented together with the published version of the paper.

Individuals who do not meet the authorship criteria should not be listed as authors; their contributions should be appropriately acknowledged in the acknowledgments section.

If there is suspicion of ghost, honorary, or gift authorship, the process is suspended and the COPE flowcharts are followed.

Changes in Authorship

Any addition, removal, or change in the order of authors after paper submission is possible only with a justified petition signed by all authors. These requests are evaluated in accordance with [COPE guidelines](#) and the principles of transparency and fairness.

Formatting Guidelines

1. Abstracts / Proceedings

- Abstracts must be prepared in Turkish and English.
- Length: 250–300 words in each language
Font size: 11 pt, indented 1.25 cm from both the left and right margins

1.1. Keywords

- 3–5 Turkish and 3–5 English keywords
Should be written in italics under the abstracts

1.2. Author Biography

- Biographical texts of 150 words in Turkish and English must be included in the file for each author.
- The biography heading should be ordered as follows:
Title / Full Name / Institutional Information (University, Faculty, Department, Country, City) / Email Address / ORCID ID

2. Full Texts

2.1. General Structure

- Page Size: A4
- Margins: 2.5 cm on all sides
- Font: Times New Roman, 12 pt
- Line Spacing: 1.5
- Paragraph Format: No indentation, 0 pt before and after

2.2. Length Limits

- Full text word count: 4,000–7,000 words

2.3. Titles and Headings

- Main Title: 14 pt, bold, left-aligned
- Subheadings: 12 pt, plain, unnumbered

2.4. Page Numbering

- Page numbers should be placed in the footer, right-aligned.

2.5. Referencing Style

- APA 7 (2020) rules apply.
- A maximum of 20 authors may be listed; after 20 authors, the list should be completed with "... Author, Z.Z."
- In-text citation example: (Yılmaz & Arslan, 2020, p. 45)

2.6. Tables and Figures

All visuals must be numbered and their titles placed above them. They should be presented in coherence with the text.

Submission Preparation

Submissions that do not comply with these criteria may be returned to the authors. The submitted work must not have been previously published or submitted for evaluation to another journal. The submission file must be prepared in Microsoft Word format with .doc or .docx extensions.

Peer Review Process

Full-text papers to be published within the scope of KADEM Scientific Events are subject to a double-blind peer review process. Authors and reviewers do not know each other's identities.

The evaluation process consists of the following stages:

- **Technical Pre-Review:** Papers are checked for formal compliance.
- **Editorial Pre-Review:** Papers are reviewed in terms of scientific scope and quality.
- **Peer Review:** Papers are evaluated by at least two independent reviewers.
- **Final Decision:** Made by the section editors and the editorial board.

If delays occur during the evaluation process, authors are informed. In the event of anticipated delays, authors have the right to withdraw their papers.

Plagiarism and Ethical Violations

All papers are screened using plagiarism detection software (iThenticate) during the evaluation process.

If the similarity rate (excluding references) exceeds 20%, the paper is returned to the author.

The following practices are considered ethical violations:

- Citation manipulation
- Self-plagiarism
- Salami slicing
- Data fabrication
- Data falsification or manipulation

When such violations are detected, COPE guidelines are followed.

Use of Artificial Intelligence (AI)

The use of artificial intelligence tools in the preparation of papers must comply with the principles published by [COPE](#), [STM](#), and [WAME](#).

- AI tools cannot be listed as authors.
- The use of AI must be explicitly stated in the text.
- Human authors are responsible for the content.
- AI-generated visuals are accepted only in exceptional cases and must be clearly labeled.

Archiving and Permanent Access

Published proceedings are permanently archived in electronic format. Where possible, **digital object identifiers (DOI)** are assigned to papers. Proceedings are published as open access.

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Corrections and Retractions

If errors are identified in published papers, corrections may be issued by the editorial board. If serious ethical violations or data problems are identified, the paper may be retracted by decision of the Organizing Committee.

Confidentiality and Personal Data

Personal data of authors and reviewers are used solely within the scope of scientific event and publication processes. Data are not shared with third parties and are processed in accordance with applicable data protection legislation.

Publication Fee Policy

No evaluation or publication fees are charged to authors for proceedings published within the scope of KADEM Scientific Events.

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Appeals and Complaints

All appeals and complaints should be directed to the relevant editorial office of the organization.

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