



Research Publication and Dissemination procedure

Section 1 - Preamble

(1) This Procedure is effective from 28 September 2021.

Section 2 - Purpose

(2) This Procedure outlines the requirements for responsible publication and dissemination of research conducted according to the [Australian Code for the Responsible Conduct of Research, 2018](#) (the Code) and the supporting [NHMRC and Universities Australia Publication and Dissemination of Research Guide](#).

Section 3 - Scope

(3) This Procedure applies to research undertaken by Deakin staff (including honorary, affiliates and associates), Deakin students and any persons named on a research publication in the public domain affiliated with Deakin through use of the University name or implied through a partnership or collaboration.

Section 4 - Policy

(4) This Procedure is pursuant to the [Research Conduct policy](#).

Section 5 - Procedure

(5) The University is committed to promoting open and transparent research in order to maximise the benefits of research, increase innovation, encourage collaboration and improve community engagement.

Responsibilities of Researchers

(6) Researchers are responsible for undertaking training in dissemination and publication of research provided by Deakin's Researcher Development portfolio, Deakin Library and within their Faculty and Institute.

(7) Researchers should consider developing a publication and research dissemination plan that ensures:

- a. timely and wide publication and dissemination unless restricted;
- b. independent peer review;
- c. adherence to any confidentiality, privacy, ethical, contractual or funding restrictions, including those concerning intellectual property;
- d. identification and management of potential misuse or unintended consequences of research findings or outcomes; and
- e. management of research data and information in accordance with the [Research Data Management procedure](#).

(8) Researchers must ensure publications and disseminated research outputs:

- a. accurately report on methodology, data and findings, that are consistent with international guidelines and conventions appropriate to the relevant discipline/s;
- b. present conclusions justified by the results and acknowledge any finding limitations appropriately;
- c. disclose any potential, perceived or actual conflicts of interest;
- d. cite and prepare work in accordance with the [Research Authorship procedure](#);
- e. inform on all sources of financial and in-kind support for the research;
- f. acknowledge host institutions, funding bodies, partner institutions, collaborators and sponsors;
- g. include the researchers Open Researcher and Contributor ID (ORCID)
- h. be presented in a format that is culturally appropriate and acceptable, where the research affects or is of particular significance to Aboriginal and Torres Strait Islander peoples and communities; and
- i. include correct affiliation as a University-authored publication.

Communicating research outputs

(9) Researchers will disseminate and publish research outcomes (including relevant negative results and findings contrary to any stated hypothesis) widely and to all appropriate audiences.

(10) Researchers must carefully consider the most effective way to communicate research findings in a public forum by:

- a. only discussing research findings that have been tested through peer review. Exceptions include presentation of research in progress or before publication on a public server as a preprint, at professional conferences, in submissions to public or parliamentary enquiries or other forums to inform public policy, to comply with contractual obligations, and when it is in the national interest or in the context of a public health crisis. In these circumstances, the status of the project should be explained in discussion of the findings.
- b. where applicable, presenting research findings with commercial elements, contractual obligations and patent requirements to a stock exchange, a financial body, a sponsor or investors before public release.
- c. complying with any restrictions on communications that have been agreed with the research sponsor.
- d. complying with Deakin's [Media Policy](#) and other communication procedures.

Multiple submissions or republishing of research outputs

(11) Fragmented publication, plagiarism, self-plagiarism and under-reporting of research are not permitted.

(12) Researchers will not disseminate multiple research outputs that are substantially similar, unless disclosed to the publisher at the time of submission and appropriately cited to prevent the effect of portraying previously presented ideas or data as new.

(13) Prior to republishing their own or other's research outputs, researchers must take all reasonable steps to obtain permission from the original publisher or copyright owner, taking into account any relevant legal agreements.

Reporting of research publications and open access

(14) All research outputs will be reported by the researcher for the purposes of the assessment and display via the University's enterprise publications management platform and a copy of the output deposited in [Deakin University Research Online](#) (DRO) in accordance with the [Research Repository procedure](#). Research outputs deposited in DRO will be openly accessible, unless restricted by copyright law, publisher policy or embargo.

(15) Researchers must adhere to the relevant open access policies of funding bodies, including the [Australian](#)

[Research Council and National Health and Medical Research Council open access policies](#). Other funders may have specific requirements regarding Open Access, and it is important for researchers to understand these.

(16) Where possible, researchers should publish or allow interested parties to access or refer to research data, survey instruments, coding manuals and the tools and resources that supported analysis of research data.

Breach allegations

(17) Allegations of breaches of this Procedure will be managed in accordance with the [Research Integrity Breaches procedure](#).

(18) Researchers will correct or retract the public record and [Deakin University Research Online](#) entry in relation to any errors, misleading or inaccurate statements in their research. The University will undertake this if required.

Section 6 - Definitions

(19) For the purpose of this Procedure:

- a. Disseminated/Dissemination: research made publicly available via any source of media including, journals, books, conference, scholarly communications networks, performances, exhibitions, tv or radio interviews. It does not include research disseminated internally within Deakin University.
- b. Duplicate publication: Publication of a paper that overlaps substantially with one already published in print or electronic media.
- c. Fragmented publication: The intentional dividing of a coherent research report into smaller, publishable reports to create the (false) impression of extensive productivity.
- d. Open Access: Refers to the availability of research outputs via the internet, such that any user can find, freely access, read, download, copy, distribute, print, search, link, crawl, mine and otherwise use and reuse the research outputs both manually and using automated tools. Any use or reuse is subject to full and proper attribution, and usually will have an appropriate licence, such as any of the options available through the Creative Commons suite of licences, and should not infringe any copyrights to third-party material included in the Research Output. ([NHMRC open access policy](#))
- e. Plagiarism: Presenting the work or property of another person as one's own, without appropriate acknowledgement of the other person's work.
- f. Self plagiarism: presenting or reusing your own previously written work or data, without appropriate citation to the original work.
- g. Republishing: presenting previously published work again or anew.
- h. Research Output: A research output communicates or makes available the findings of research that may be in hardcopy, electronic or other form. Examples of research outputs include journal articles, book chapters, books, conference papers, reports, datasets, patents and patent applications, performances, videos and exhibitions.

Status and Details

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