Mānoa Horizons statement on research integrity and permission to publish**

Preamble
The value and benefits of academic research and creative work are vitally dependent on academic integrity. While there can be and are national and disciplinary differences in the way academic work is organized and conducted, there are also principles and professional responsibilities that are fundamental to it wherever it is undertaken.

Principles
- Honesty in all aspects of research and creative production
- Accountability in the conduct of research and creative production
- Professional courtesy and fairness in working with others
- Good stewardship of research on behalf of others

Responsibilities:

1. Integrity: Students should take responsibility for the trustworthiness of their work.

2. Adherence to Regulations: Students should be aware of and adhere to disciplinary and university regulations and policies related to academic work.

3. Research Methods: Students should employ appropriate research methods, base conclusions on critical analysis of the evidence, and report findings and interpretations fully and objectively.

4. Records: Students should keep clear, accurate records of all research and creative production in ways that will allow verification and, where appropriate, replication of their work by others.

5. Authorship: Students should take responsibility for their contributions to all publications, funding applications, reports and other representations of their academic work. Lists of authors should include all those and only those who meet applicable authorship criteria. For Mānoa Horizons, this means having been an actively enrolled undergraduate student during the previous academic year when the work was produced.

6. Publication Acknowledgement: Students should acknowledge in publications the names and roles of those who made significant contributions to the research, including writers, funders, sponsors, and others, but who do not meet authorship criteria. For images, audio and video clips, and other media reproduced from sources other than the author’s creation, students should make all reasonable efforts to secure written permission for their publication and re-use. See the UH copyright policy on our policies page, and the following link for guidance on how to seek permission to use copyrighted work:
   https://www.elsevier.com/about/our-business/policies/copyright/permissions

** This statement has been modified from the Singapore Statement on Research Integrity (http://www.singaporestatement.org/statement.html)
7. Peer Review: Reviewers should provide fair, prompt and rigorous evaluations and respect confidentiality when reviewing others' work.

8. Conflict of Interest: Students should disclose financial and other conflicts of interest that could compromise the trustworthiness of their work in research proposals, publications and public communications as well as in all review activities.

9. Public Communication: Students whose work has been accepted for publication in our journal retain full intellectual property rights to their work and are free to submit it to publication or exhibition elsewhere. We ask for notification by email horizons@hawaii.edu when submission to other venues occurs.

10. Reporting Irresponsible Research Practices: Students should report to the journal Editor any suspected research misconduct, including fabrication, falsification or plagiarism, and other irresponsible research practices that undermine the trustworthiness of research, such as carelessness, improperly listing authors, failing to report conflicting data, or the use of misleading analytical methods.

11. Responding to Irresponsible Research Practices: Research institutions, as well as journals, departments and colleges, have procedures for responding to allegations of student misconduct and other irresponsible academic research practices and for protecting those who report such behavior in good faith. When misconduct or other irresponsible research practice is confirmed, appropriate actions should be taken promptly, including correcting the research record. The UH student code of conduct can be found here:

12. Societal Considerations and Human Subjects: Researchers and research institutions should recognize that they have an ethical obligation to weigh societal benefits against risks inherent in their work. Students whose work involves human subjects are expected to adhere to ethical principles for research, including undergoing review by the Institutional Review Board where appropriate. See link below for more information:
   https://www.hawaii.edu/researchcompliance/human-studies
   From FAQ page: “most undergraduate activities performed to meet class requirements typically do not require IRB approval. However, if the research will be published or presented in a public forum, the study will require prior approval.”

By signing this author agreement form, the student agrees that all ethical standards by Mānoa Horizons, University of Hawaii, academic disciplines and laws of the state of Hawaii and United States have been faithfully adhered to. The student also releases the journal of responsibility for research integrity and liability for possible damage and unintended consequences of publication. If Mānoa Horizons is made aware of such damages by the student, the journal will remove the student’s work form the website.

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Student author                                 Date

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