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The BEYOGLU EYE JOURNAL aims to publish qualified and original clinical, experimental and basic research on ophthalmology at the international level. The journal's scope also covers editorial comments, reviews of innovations in medical education and practice, case reports, scientific letters, educational articles, letters to the editor, articles on publication ethics, technical notes, and reviews.

The target readership includes academic members, specialists, residents, and general practitioners working in the field of ophthalmology.

The editorial and publication processes of the journal are conducted in accordance with the guidelines of the International Committee of Medical Journal Editors (ICMJE), the World Association of Medical Editors (WAME), the Council of Science Editors (CSE), the European Association of Science Editors (EASE), and the Committee on Publication Ethics (COPE).

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- Raw data used in the article must be available and may be requested from the author(s) within the framework of the evaluation process;
- In the event the author(s) notice an error at any point in the publication process or after publication, they have the obligation to inform the journal editor or publisher and cooperate in appropriate corrective action;
- Authors may not submit their article for publication to more than one journal simultaneously. Each application must be initiated following the completion of any previous effort. The Beyoglu Eye Journal will not accept previously published articles;
- Changes in authorship designation (such as adding authors, changing the printed order of the authors, removing an author) once the evaluation process has begun will not be accepted in order to protect all parties involved.

#### Editor's Role and Responsibilities

##### General Duties

The editor is responsible for everything published in the journal. In the context of this responsibility, editors have the following duties and obligations:

- Endeavor to meet the needs of readers and authors;
- Maintain continuous development to improve the quality of the journal;
- Consistently work to ensure quality;
- Support freedom of thought;
- Ensure academic integrity;
- Prevent business needs from compromising intellectual and ethical standards;
- Demonstrate clarity and transparency with any necessary corrections or explanations.

#### Reader Relationship

The editor is to make publication decisions based on expectations of suitable and desirable material. Studies accepted for publication must be original contributions that benefit the reader, researcher, practitioner, and the literature. In addition, editors are obliged to take into account feedback from readers, researchers, and practitioners, and to provide an informative response. Readers will also be informed of any funding provided to support published research.

#### Author Relationship

- The decision to accept an article is to be based on the importance, original value, validity, and clarity of expression of the work, and the goals and objectives of the journal;
- Studies accepted for evaluation and publication will not be withdrawn unless serious problems are identified;
- The editor will not disregard positive reviewer comments unless there is a serious problem with the study;
- New editors will not change publishing decisions made by previous editor(s) unless there is a serious problem;
- A description of the submission and evaluation process is publicly available;
- Authors are provided with descriptive and informative feedback.

#### Reviewer Relationship

- Reviewers are to be selected according to the subject of the study;
- Information and guidance for the evaluation phase is provided;
- Any conflicts of interest between authors and reviewers will be disclosed and managed appropriately;
- Reviewer identity is to be kept confidential to preserve a blind review process;
- Reviewers are to evaluate the study using unbiased, scientific, and constructive comments. Unkind or unscientific commentary will not be permitted;
- Reviewers will be evaluated using criteria such as timely response and quality of observations;
- The pool of reviewers is to be assessed and supplemented regularly to ensure a broad scope of expertise.

#### Editorial Board Relationship

The editor works with the members of the editorial board to ensure that they are familiar with journal policies and developments in regular meetings and announcements, and will provide training for new members and assistance to board members during their tenure in their role as a supporter of the journal.

- Editorial board members must be qualified and able to contribute to the journal;
- Members of the editorial board must evaluate studies impartially and independently;
- Editorial board members with the appropriate expertise will be given the opportunity to evaluate suitable articles;
- The editor will maintain regular contact with the editorial board and hold regular meetings regarding the development of editorial policies and other aspects of journal management.

#### Relations with the Owner of the Journal and the Publisher

The relationship between the editors and the publisher/journal owner is based on the principle of editorial independence and stipulated by contract.

#### Editorial and Blind Review Processes

The editor will apply the publicly defined publication policies created and enforced to ensure a timely and impartial evaluation process for all submissions.

#### Quality Assurance

The editor is responsible for confirming that the The Beyoglu Eye Journal publishing policies and standards are upheld for all articles.

#### Protection of Personal Data

The editor is obliged to ensure the protection of personal data related to subjects or images included in published work. Explicit documented consent of the individuals referenced in the research is required before the study will be accepted. The editors is also responsible for protecting the individual data of authors, reviewers, and readers.

#### Ethics Committee, Human and Animal Rights

The editor is required to ensure that human and animal rights were protected in the studies submitted for publication.



### **Measures Against Potential Misconduct**

The editor must take action against any allegations of possible misconduct. In addition to conducting a rigorous and objective investigation of complaints, the editor is expected to share the findings and conclusions.

### **Maintaining Academic Publication Integrity**

The editor is expected to ensure that any errors, inconsistencies, or misleading statements are corrected quickly and appropriately acknowledged.

### **Protection of Intellectual Property Rights**

The editor is obliged to protect intellectual property and to defend the rights of the journal and author(s). In addition, the editor is to take the necessary measures to prevent any violation of the intellectual property rights of others in journal publications.

### **Creativity and Openness**

- Constructive criticism is to be encouraged;
- Authors will be given the opportunity to reply to criticism;
- Negative results will not be a reason for submission denial.

### **Complaints**

Editors are to respond to all complaints in a timely and comprehensive manner.

### **Political and Commercial Concerns**

Political or commercial factors will not affect editorial decisions.

### **Conflicts of Interest**

The editor is required to ensure that any conflicts of interest between authors, reviewers, or other editors are disclosed and managed appropriately to provide an independent and impartial process.

### **Reviewer's Ethical Responsibilities**

Peer review of research embodies the scientific method, subjecting the work to the rigorous scrutiny of knowledgeable colleagues. The rigor of the review process directly affects the quality of the literature; it provides confidence in an objective and independent evaluation of the published work. The Beyoglu Eye Journal uses a double-blind review process. All comments and the evaluation are transmitted through the journal management system. Reviewers should:

- Only agree to evaluate studies related to their specialty;
- Return reviews within the designated timeframe;
- Evaluate with impartiality. Nationality, gender, religious beliefs, political beliefs, commercial concerns, or other considerations must not influence the evaluation;
- Refuse to review any work with a potential conflict of interest and inform the journal editor;
- Maintain confidentiality of all information. Only the final published version may be used for any purpose;
- Use thoughtful and constructive language. Hostile or derogatory comments are not acceptable;
- Report any potentially unethical behavior or content to kare@karepb.com via e-mail.



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