

POLICY FOR STAFF TO PUBLISH PAPERS

JSSAHER, Mauritius encourages staff to publish their research findings for which financial support will be provided as publication cost.

JSSAHER, Mauritius Research Publication Policy is:

- a. Authors shall record publication details and deposit full text copies of research outputs, i.e. accepted peer-reviewed journal articles and conference proceedings (with ISBN number) no later than three months after the date of acceptance for publication/ presentation.
- b. Authors must use a standardised institutional affiliation “JSS Academy of Higher Education & Research, Mauritius” in all research outputs to ensure clear affiliation with the JSS Academy.
- c. The policy applies to all research outputs, including those published by the Officers, Faculty, Technical Staff and students by adhering to Guidelines for Good Publication Practice to maintain academic integrity.
- d. A collaboration between JSSAHER, Mauritius faculty and JSSAHER, Mysuru will be encouraged for joint publication.
- e. Authors should check for plagiarism with the help of Turnitin® software available with the parent institution. Upon Plagiarism on publication, the author shall solely be responsible for such actions and JSSAHER, Mauritius supports the committee on publication ethics (COPE) code of conduct available at <http://publicationethics.org/>

I. REGULATIONS FOR THE USE OF ICT FACILITIES

- i. IT facilities are made available, for *bona fide* use, to staff and registered students of the JSSAHERM or to any authorised persons. *Bona fide* use shall include and shall not be limited to the following:
 - a. performing work under the direction/supervision of a member of the staff of any Faculty;
 - b. carrying out supplementary work or research in connection with the programme of study.
- ii. Users must take all necessary precautions not to cause any form of damage or loss of use or interruption of service to the ICT facilities. Costs associated with restoring the ICT facilities will be charged to the person(s) causing the damage.
- iii. Unauthorised copying of software or any other copyright materials accessible through ICT facilities provided by the JSSAHERM is prohibited.
- iv. Use of ICT facilities may be subject to registration and control procedures.
- v. Access to ICT facilities may be chargeable.
- vi. Smoking, eating or drinking in premises where ICT facilities are located are prohibited.
- vii. Use of any equipment which can interfere with the ICT facilities is prohibited.
- viii. A reasonable duty of care to other users shall be strictly observed.
- ix. Failure to observe any of these regulations for the use of ICT facilities shall immediately be denied access to such facilities and shall automatically be referred to the Disciplinary Committee of the JSSAHERM.