



# Principles of Research Practice

**Y**okohama National University endeavors to establish a strong footing in global academic research and education, upholding the four fundamental principles of “Be Active,” “Be Innovative,” “Be Open,” and “Be Global.” The university adopts flexible systems that facilitate innovative thinking to encourage advanced research activities addressing the problems of society, nature, and people living there in broad collaboration with domestic and overseas researchers, and it offers effective recommendations for the future of humanity in a range of academic fields. Furthermore, the university disseminates research findings widely and seeks to return unique, useful, innovative, or high-potential research results to society. Through this, the university aims to contribute to solving the issues that national and local governments, the business community, and the civil society of Japan and other countries all face. This leaflet describes the fundamental attitudes expected of Yokohama National University researchers to conduct research with pride and social responsibility.



Researchers work to seek the truth, developing technologies ahead of anyone else, producing unique works, building new social systems, and thereby creating new academic fields. The advancement of learning has been accomplished based on the accumulation of past research findings, and therefore, requires scholars' originality. Researchers need to stay abreast of the research trends in their fields and check whether anyone has been conducting similar research. If someone has done similar work, researchers must pay regard to it, not unduly underestimate or disregard it.

- Identify the value of your research, especially the significance it may have in order to engage in research activities that will benefit not only your fields of study but also society.
- Understand that the freedom of research is guaranteed only when you fulfill your obligations and responsibilities, including protecting human rights and complying with laws, ordinances, and other rules.
- Record in a research notebook data and measuring methods and conditions, along with the date when handling experimental data. Experimental records become crucial when claiming the priority of your research.
- Consider an experimental system with the reproducibility of data when designing an experiment. Research results without reproducibility are scientifically unreliable and need re-examination of the experimental system or re-experiment.
- Control and store research information and samples securely, such as numerical data, images, research notebooks, and specimens, for the appropriate amount of time (in principle, 10 years for research information and 5 years for samples).



**New risks contingent on the globalization of research and open science could threaten to invade openness and transparency supporting research environments and lead researchers to an unintentional conflict of interest. To address these risks, researchers must enhance research security by implementing measures in security export control, intellectual property management, cyber security management, data protection, foreign visitor control, laboratory access control, and the like.**

- Perform procedures related to research properly (e.g., submit a report on concurrent business, security export control, and conflict of interest) in accordance with the university's rules and regulations.
- Understand potential risks contingent on concurrent business with other organizations and universities, research collaboration, academic exchange, and so on. Consult "Research Integrity Contact Points" if you have concerns about security issues.
- Respect and protect privacy and confidentiality concerning research.
- Participate in a research ethics training session (e.g., "APRIN e-Learning Program") regularly (in principle, every three years).



**Researchers report their research results at academic conferences and workshops to receive academic feedback and then to take a new step toward further developing research. Publishing the final results as a paper or in a similar form so that knowledge can be shared in society is researchers' social responsibility.**

- Pay regard to other researchers' outcomes, whether they are academic papers, books, or articles. Evaluate your positioning properly when publishing research results and cite as a reference others' work that influences you. Lack of proper citing may constitute an infringement of copyrights; therefore, acknowledge fully the role of other collaborators.
- Consider the possibility of releasing a prompt report with cutting-edge topics before publishing the detailed data in a full paper.
- Address the issue of authorship properly. List rightfully as an author of a research output anyone who substantially contributed to the work.
- Avoid a duplicate submission. Submitting a paper to a journal that is substantially similar to your article published in another journal would be deemed as a duplicate submission and it would undermine your credibility and value as a researcher.
- Develop the logical structure of your paper properly. Ensure there is neither a jump nor a hole in logic and that the content is not fragmentary. It is equally important to discuss the content of the paper with multiple researchers.



# In the Case of Improper Conduct

The university has instituted the Yokohama National University Research Code of Conduct and declared its intention not to engage in any improper research conduct. However, in the unfortunate instance of misconduct, the university bears responsibility for investigating the cause of the problem, implementing measures to address it, and taking preventive steps.

Yokohama National University has the Research Conduct Committee and Research Conduct Superintendent (Executive Director for Research) to safeguard the fair conduct of research activities.

Any person can report or seek advice on improper conduct by approaching the Research Conduct Superintendent or the Consultation Desk (Research Promotion Division, Research and Academic Information Department).

Upon receiving a report of improper conduct, the Research Conduct Committee pursues an investigation, and if it admits misconduct, implements appropriate measures.

For details, please refer to the Yokohama National University Regulations on Ensuring the Proper Conduct of Research.

## Consultation Desk on Improper Research Conduct

Research Promotion Division, Research and Academic Information Department,  
Yokohama National University

Telephone 045-339-3030

E-mail [kousei.kenkyu@ynu.ac.jp](mailto:kousei.kenkyu@ynu.ac.jp)

## Research Integrity Contact Points

<https://www.ynu.ac.jp/research/fair/integrity.html>

