Guide for the Publication of Retraction

May 2025

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Also see:

SciELO Ethics

Guidelines on Best Practices for Strengthening Ethics in Scientific Publication

Guide for the Publication of Addendum

Guide for the Publication of Erratum

[Version May 2025]

1 INTRODUCTION

Retraction is a public instrument used to record issues in a published document (Partial Retraction) or to communicate its cancellation (Full Retraction), and it is an integral part of the scientific communication system.

2 PROCEDURES FOR REGISTERING AND PUBLISHING A RETRACTION

The procedure for registering a retraction of a document published by SciELO begins after a formal email is received from the editor-in-chief of the journal that approved the publication of the document, sent to <publicacao@scielo.org>. The communication must include the retraction text explaining the reasons why the document will be retracted.

Once SciELO confirms the need to publish the retraction, it must be published in the current volume/issue of the journal.

The retracted document **will not be removed** from the journal in which it was originally published.

In the XML version and on the document's page on the website, in cases of full retraction, only the retraction text with the justification provided by the editor and the basic metadata of the document (such as title, author, affiliation, and abstract) will be displayed. In cases of partial retraction, only the portion identified as problematic will be removed.

In both cases, the original PDF is preserved, but with the retraction text placed before the original full text and watermarks added to indicate that the document has been retracted.

The creation and delivery of the retraction along with the retracted document (called the "Retraction Package") must be carried out by the XML service provider contracted by the journal. This process must be handled by the journal itself (see more information in the section **DELIVERY AND PUBLICATION OF THE "RETRACTION PACKAGE"**).

3 TYPES OF RETRACTION

As mentioned above, there are two types of retraction:

1. Full Retraction: Cancels the entire content of the published document
2. Partial Retraction: Cancels a portion of the content of the published document

4 TEXT OF THE FULL OR PARTIAL RETRACTION

The retraction text must clearly explain why the document is being retracted. The wording is defined by the journal's editorial team; however, the text must include the complete bibliographic citation of the retracted document, following the journal's bibliographic style.

Examples of text:

Full Retraction

Example 1

The Editorial Team of the journal <journal title>, formally announces the publication of a Retraction to remove the document:

<complete bibliographic citation of the document, following the journal's bibliographic style>

After it was confirmed that artificial intelligence had been used to generate non-existent references, which were used to support the article's argumentation.

<name of the editor-in-chief>
Editor-in-Chief

Example 2

The Editorial Board of the journal X <journal title>, has decided, after analysis, to retract the following work:

<complete bibliographic citation of the document, following the journal's bibliographic style>

It is a copy (except for minor sections) of another article previously published in the journal Z: <reference of the document previously published in another journal>

Editorial Board of the journal <journal title>

Example 3

The Editorial Board of the journal X <journal title> formally announces the retraction of the manuscript:

<complete bibliographic citation of the document, following the journal's bibliographic style>

As it is a duplicated version of a manuscript previously published in the earlier issue of journal X <journal title>

<complete bibliographic citation of the document, following the journal's bibliographic style>

Editorial Board of the journal <journal title>

Partial Retraction

Example 1

> The Editorial Board of the journal <journal title> has decided, after analysis, to retract figures 1 and 2 from the following original article:
>
> <complete bibliographic citation of the document, following the journal's bibliographic style>
>
> This was done at the request of the patients portrayed.
>
> We regret any misunderstanding caused to our readers.
>
> Editorial Board of the journal <journal title>

Example 2

> The Editorial Board of the journal <journal title> formally announces the publication of a Partial Retraction of the article:
>
> <complete bibliographic citation of the document, following the journal's bibliographic style>
>
> After it was confirmed that figure 5 had been plagiarized.
>
> <name of the editor-in-chief>
> Editor-in-Chief

5 PDF OF THE FULL OR PARTIAL RETRACTION

The layout of the retraction must be treated by the journal's editorial team like any other scientific document, even if it is not peer-reviewed, and must include (**Figures 1 and 2**):

1. A unique DOI number for the retraction *(different from the DOI of the retracted document)*;
2. Retraction section *(according to the language of the retraction text)*;
3. Retraction title plus the title of the retracted document *(according to the language of the retraction text)*;
4. Retraction text with the full bibliographic citation of the retracted document;
5. Bibliographic citation of the retraction:
   a. Journal title;
   b. Volume and/or issue *(always in the current volume and/or issue)*;
   c. Year of publication *(always in the current year)*;
   d. Pagination or elocation-id of the retraction;
6. Name of the editor-in-chief and/or editorial board responsible for approving the retraction *(Signature must not be included for security reasons)*;
7. Creative Commons (CC) license *(same license adopted by the journal)*.

Figure 1: Example PDF of a Full Retraction

Bibliographic citation of the retraction → Revista SciELO (2024) v44: e32456

10.1590/12345678910 ← Retraction DOI number

RETRATAÇÃO ← Retraction section

RETRATAÇÃO: Proin maximus, urna vehicula blandit dapibus, felis nisi venenatis risus, quis vestibulum libero mi fermentum augue ← Título retratação + Título do documento retratado

A equipe editorial da revista SciELO comunica a publicação formal de Retratação para extração do artigo:

Retraction text with the full bibliographic citation of the retracted document →
SILVA, Maria et al. Proin maximus, urna vehicula blandit dapibus, felis nisi venenatis risus, quis vestibulum libero mi fermentum augue. Rev. SciELO. 2024, v44: e32002. http://doi.org/10.1590/1015901015901

Desde que foi comprovada a publicação duplicada do artigo que foi disponibilizado em edição anterior da Revista SciELO:

SILVA, Maria et al. Proin maximus, urna vehicula blandit dapibus, felis nisi venenatis risus, quis vestibulum libero mi fermentum augue. Rev. SciELO. 2023, v43: e32002. http://doi.org/10.1590/1015901015901.

Prof. Dr. Rodrigo Magalhães ← Responsible party for retraction approval

Editor-chefe

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Figure 2: Example PDF of a Partial Retraction

Bibliographic citation of the partial retraction → Revista SciELO (2024) v44: e32456

10.1590/12345678911 ← Partial retraction DOI number

RETRATAÇÃO PARCIAL ← Partial retraction section

RETRATAÇÃO PARCIAL : Proin maximus, urna vehicula blandit dapibus, felis nisi venenatis risus, quis vestibulum libero mi fermentum augue ← Partial retraction title + Title of the partially retracted document

A equipe editorial da revista SciELO comunica a publicação formal de Retratação Parcial do artigo:

Partial retraction text with the full bibliographic citation of the partially retracted document →
SILVA, Maria, et al. **Proin maximus, urna vehicula blandit dapibus, felis nisi venenatis risus, quis vestibulum libero mi fermentum augue**. Rev. SciELO. 2024, v44: e32002. http://doi.org/10.1590/1015901015901.

Desde que foi comprovada a publicação de foto sem autorização do paciente.

Prof. Dr. Rodrigo Magalhães ← Responsible party for retraction approval
Editor-chefe

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6 PDF OF THE RETRACTED DOCUMENT

The retracted document must have four additional elements in the PDF:

1. Addition of a retraction sheet as the first page of the document (**figures 3 and 5**);
2. Modification of the document title by adding the **[TERM]** "retraction" in uppercase, always in the language of the document text. The following terms are recommended (**figures 3 and 5**):
    a. Portuguese:
        i. [ARTIGO RETRATADO]
        ii. [ARTIGO PARCIALMENTE RETRATADO]
    b. English:
        i. [RETRACTED ARTICLE]
        ii. [PARTIALLY RETRACTED ARTICLE]
    c. Spanish:
        i. [ARTÍCULO RETRACTADO]
        ii. [ARTÍCULO PARCIALMENTE RETRACTADO]
3. Addition of the retraction approval date in the document's history dates (**figures 3 and 5**);
4. Diagonal watermark across all content for Full Retraction **(Figure 4)**, or a black overlay over affected parts for Partial Retraction (**figures 6 and 7**).

6.1 Full Retraction PDF

Figure 3: Addition of retraction sheet in the retracted document + updated title text + history date

Addition of the retraction as the first page of the retracted document

Addition of the **[TERM]** in the title of the retracted document

Addition of the retraction approval date in the document's history section

On the subsequent pages, a diagonal watermark must be applied across **each page**, as shown in **figure 4**.

Figure 4: Diagonal watermark in full retraction PDF

Page 1

Page 2

Page 3

Remaining pages ...

6.2 Partial Retraction PDF

Figure 5: Addition of retraction sheet in the partially retracted document + updated title text + history date

Addition of the partial retraction as the first page of the partially retracted document

Addition of the **[TERM]** in the title of the partially retracted document

Addition of the partial retraction approval date in the document's history section

In partial retraction cases, such as image issues due to lack of patient consent, tables or graphs without permission from the original institution, or portions of text inserted without authorization, which do not justify removal of the entire document—a black overlay should be applied to the affected part with a label such as "Retracted Figure", "Retracted Table", etc. See **figures 6 and 7**:

Figure 6: Example of a retracted figure

Figure 7: Example of retracted text/paragraph
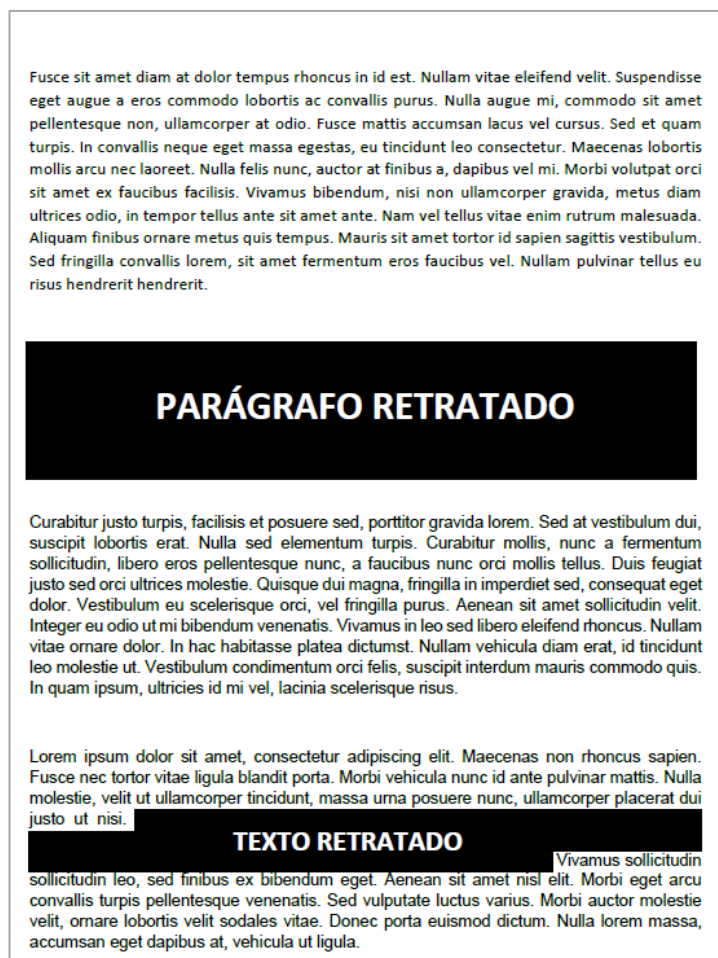
7 XML

For the XML tagging of both the retraction and the retracted document, refer to Guide for the use of XML elements and attributes in documents following the SciELO Publishing Schema implementation and other relevant publishing information, sections:

- Retraction
    - XML for Full and Partial Retraction
    - XML of the Fully Retracted Document
    - XML of the Partially Retracted Document

8 PAGE OF THE DOCUMENTS ON THE WEBSITE

Both the retraction and the retracted document will display clickable yellow boxes in the header of each document's page on the website (**figures 8 and 9**).
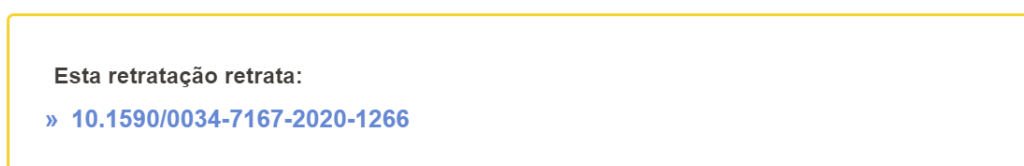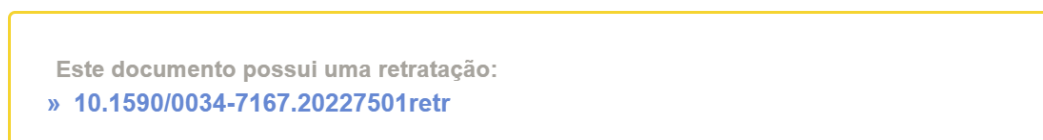
Figure 8: Example of the retraction page

Esta retratação retrata:

» **10.1590/0034-7167-2020-1266**

Figure 9: Example of the retracted document page

Este documento possui uma retratação:

» **10.1590/0034-7167.20227501retr**

9 DELIVERY AND PUBLICATION OF THE "RETRACTION PACKAGE"

The creation and delivery of the retraction together with the retracted document (referred to as the "Retraction Package") must be carried out by the XML service provider contracted by the journal. This process must be conducted by the journal itself, and the retraction package must include:

1. XML of the retraction + images, if any
2. DF of the retraction
3. XML of the retracted document + images, if any
4. PDF of the retracted document

The retraction must be published in the current volume/issue of the journal. Retractions are not published in past volumes/issues.

The file name of the retracted document already published on SciELO must remain the same as previously submitted.

The delivery of the retraction package must follow the rules in the Package Delivery Guide for Publication *(Portuguese Only)*, and the retraction must be included in a continuous publication (CP) batch or a regular publication issue (in this case, the retraction must be included in the table of contents).

The retraction must be published in all languages in which the retracted document exists.

For any questions, please contact the SciELO team via email: <publicacao@scielo.org>.

References

The procedures followed by SciELO for registering and publishing errata, retractions, and addenda are based on standards recommended by the following ethics, indexing, and scientific publishing committees:

- Principles of Transparency and Good Practice in Academic Publications recommended by the Committee on Publication Ethics (COPE);
  - www.publicationethics.org
- COPE Retraction guidelines;
  - https://doi.org/10.24318/cope.2019.1.4
- CSE's White Paper on Promoting Integrity in Scientific Journal Publications;
  - https://www.councilscienceeditors.org/recommendations-for-promoting-integrity-in-scientific-journal-publications
  - https://www.abecbrasil.org.br/arquivos/whitepaper_CSE.pdf
- International Committee of Medical Journal Editors (ICMJE);
  - http://www.icmje.org/icmje-recommendations.pdf
  - Uniform Requirements for Manuscripts Submitted to Biomedical Journals: Publishing and Editorial Issues Related to Publication in Biomedical Journals Publishing & Editorial Issues: <http://goo.gl/879CKr>
  - Corrections and Version Control: <http://goo.gl/zfD6zl>
- Equator Network;
  - www.equator-network.org
- World Economic Forum;
  - https://widgets.weforum.org/coe/
- The Office of Research Integrity;
  - https://ori.hhs.gov/definition-misconduct
- Declaration On Research Assessment (DORA);
  - https://sfdora.org/read/
- Code of Good Scientific Practice (FAPESP);
  - https://fapesp.br/boaspraticas/2014/FAPESP-Code_of_Good_Scientific_Practice.pdf
- Conselho Nacional de Desenvolvimento Científico e Tecnológico (CNPq);
  - http://www.cnpq.br/web/guest/diretrizes
- Guia de boas práticas para o fortalecimento da ética na publicação científica (SciELO).
  - https://wp.scielo.org/wp-content/uploads/Guia-de-Boas-Praticas-para-o-Fortalecimento-da-Etica-na-Publicacao-Cientifica.pdf
- NLM/PUBMED - MEDLINE - National Library of Medicine
  - Errata, Retractions, Partial Retractions, Corrected and Republished Articles, Duplicate Publications, Comments (including Author Replies), Updates, Patient Summaries, and Republished (Reprinted) Articles Policy for MEDLINE. Fact Sheet: <https://www.nlm.nih.gov/bsd/policy/errata.html>
- Guide to the Use of Artificial Intelligence Tools and Resources in Research Communiction on SciELO:
  - https://25.scielo.org/wp-content/uploads/2023/09/2-Susan-Guide-to-the-Use-of-AI-tools-and-resources-20230914-EN.pdf
- Programa SciELO: Oficina de Ética y Buenas Prácticas en la Comunicación de la Investigación (SciELO Ética):

- https://25.scielo.org/wp-content/uploads/2023/09/3-Edmundo-Establecimiento-de-la-Oficina-de-Etica-y-Buenas-Practicas.pdf

How to cite this document

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