

Corrections Policy – information for authors and editors

We do our very best to make sure that every book and journal article we publish is free of errors. However, if you have identified an error in one of our publications, please review the guidance below. If, after reading the guidance, you believe a correction is necessary in your published work, please contact your production editor.

Erratum

An erratum refers to a correction of errors introduced to the text by the publisher, and is issued after publication of the book or journal article.

An erratum should be published in the case of a serious mistake, a factual error, or omission that may cause a misunderstanding of the text by the reader. An erratum is not for adding extra material to the chapter, book or article. The following are examples of relevant errors:

- a figure wasn't explained properly
- incorrect results were included in a table
- an author is inadvertently missed out

For an example of what an erratum looks like on the Virtual Library visit <https://www.icevirtuallibrary.com/doi/pdf/10.1680/ldfdr.60630.erratum> (books)

And <https://www.icevirtuallibrary.com/doi/pdf/10.1680/jmaen.2016.169.3.140> (journal article)

Before requesting an erratum:

Books

- Please check with the author(s) of chapters in edited books before reporting the error to your production editor. This helps to avoid misunderstandings later.
- Chapter authors should be consulted on the wording for the correction. ICE Publishing has a template email that you can use. Your production editor can provide this to you.

Journals

- Please check with the corresponding author(s) of the journal article before reporting the error to your production editor. This helps to avoid misunderstandings later.
- The corresponding author should be consulted on the wording for the correction. ICE Publishing has a template email that you can use. Your production editor can provide this to you.

Both books and journal articles

- Ensure that the erratum is clear and explains the error and provides the correct information – you do not want to have to issue an erratum to an erratum!
- Inform the person who first notified you of the error (if it was not the author) of the decision to publish an erratum.
- If you are unsure whether the situation requires an erratum or is more serious, then do consult your production editor.