

**Connect Publications (Scotland) Ltd
IPSO Annual Report**

Period covered: 1 January 2017-31 December 2017

1.0. Factual Information about the Regulated Entity

Connect Publications (Scotland) Ltd publishes one regulated publication.

1.0.1 Title Published

Title	Print edition	Digital edition	Frequency	Circulation
Scottish Dental Magazine	x		Bi-monthly	4400
www.sdmag.co.uk		x	Ongoing	2350 users average

1.0.2 Responsible Person

Connect Publications (Scotland) Ltd's responsible person is Alan Ramsay

1.0.3 Overview

The Regulated Entity was founded as Connect Communications (Scotland) Ltd on 28 September 1998 and is a contract publisher, publishing print and digital editions of monthly/quarterly/other frequency magazines as well as e-newsletters and desktop/mobile websites. The Regulated Entity launched Connect Publications (Scotland) Ltd on 30 December 2009 and launched Scottish Dental Magazine in January 2010, its first owned title.

2.0 Internal Guides

The Regulated Entity has the following internal manuals used by journalists, of which copies are available on request by the Regulator:

- The Editors Code
- Employee Handbook

3.0 Compliance Procedures

How the Regulated Entity deals with:

3.0.1 Pre-publications guidance under regulation 4.5

Where required editors and journalists seek advice from IPSO in advance of publishing articles to consider matters of compliance with the Editors Code. This advice is then considered alongside editorial guidance and the public interest when refining and publishing any articles.

3.0.2 Verification of stories

Journalists and Editors take all appropriate steps to confirm stories. This includes pre-publication review. We routinely record and transcribe interviews for verification of quotes.

3.0.3 Compliance with the Editors Code

A digital version of the Editor's Code is available to all Journalists and Editors. Where the Regulator finds against a publication in the course of assessing a complaint, the publication complies with the findings and any remedial action required.

3.0.4 Editorial Complaints, Determined under Regulation 19

Connect Publications (Scotland) Ltd has a standard complaints procedure for the regulated publication, which is published on the website of the title and in the magazine. Members of the public can register an editorial complaint under this procedure by submitting a complaint in writing to the company address.

Complaints received in line with the published procedure, or referred from IPSO, are logged on a complaints record and then assessed by the responsible person, who will seek to resolve the matter with the complainant. Complaints that fall outside the procedure, i.e. are not editorial complaints, are logged and referred to the relevant department/person.

Where the Regulator finds against a publication when determining a complaint under Regulation 19, the publication complies with the findings and any remedial action required by the Regulator.

3.0.5 Training of Staff When Required

Connect Publications (Scotland) Ltd arranges training sessions to update staff on regulatory changes. New entrants are supplied with an employee handbook and access to the Editors Code.

4.0 Adverse Adjudications

There have been no adverse adjudications against Connect Publications (Scotland) Ltd in the reporting period.



SIGNED:

On behalf of Connect Publications (Scotland) Ltd

Submitted to IPSO: 19/3/18