

# *Journal of International Cooperation*

## **Instructions to Authors**

### **(Submission Guidelines)**

(updated on September 3, 2018)



*Journal of International Cooperation* is created to publish scientific papers in the realm of international cooperation under Taiwan International Cooperation Alliance (TICA), with a wide range of areas, including ***Agriculture and Fishery, Business and Management, Engineering and Science, Public Health and Medicine, and Others.***

*Journal of International Cooperation* is sponsored by TaiwanICDF and executed by National Pingtung University of Science and Technology, Taiwan.

## **Objective**

In order to promote international cooperation and knowledge exchanges, *Journal of International Cooperation (JIC)* is created to publish a broad range of topics that involve international cooperation. Publications are categorized into five research areas, Agriculture and Fishery, Business and Management, Engineering and Science, Public Health and Medicine, and Others. This journal is issued semi-annually, every March and September.

## **Qualification for Publication**

Manuscripts from original research in full-length articles, short communications, and book reviews are welcomed. A manuscript cannot be submitted for publication elsewhere while it is being reviewed by *JIC*.

## **Review Process**

There are three rounds of reviewing. First, submitted manuscripts will be reviewed by the executive editor; then, the approved manuscripts will be peer-reviewed by suitable members from the editorial committee or outside reviewers. The editorial office will finalize manuscripts to be published for the final round. The editorial office reserves the right to return to the authors for revision accepted manuscripts and illustrations which are not in the proper form given in this guide.

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## **Submission Instructions**

### **• Manuscript Organization**

The manuscript should include the following items:

1. Title page, it needs to provide the following items:

- Title (should be clear, descriptive and not too long)
- Abstract (no more than 150 words)
- Keywords (indexing terms), should be listed in the order of appearance in the abstract, normally 3-6 items

2. Introduction
3. Materials and Methods/Methodology
4. Results
5. Discussion
6. Conclusion
7. Acknowledgments
8. References
9. Tables if any
10. Figures if any

- **Submission Deadline**

No classified deadline. Submission will be accepted any time, therefore, the timing of publication, if accepted, will be subjected to the time required for the process.

- **Authors' Identification**

To protect their anonymity in the review process, authors *should not* identify themselves on the title page or in any headers. A separate title page (or Abstract page) must be sent as an attachment to the editors ([jic@mail.npust.edu.tw](mailto:jic@mail.npust.edu.tw)) when submit the manuscript. It should include: (a) title; (b) author'(s)' name(s) (please mark the name of corresponding author with an “\*”); (c) author'(s)' affiliation(s); (d) abstract; (e) keywords; (f) research category, please specify research category using the codes in the following:

**AF:** Agriculture and Fishery

**BM:** Business and Management

**ES:** Engineering and Science

**PH:** Public Health and Medicine

**OT:** Others

(g) name, address, phone/fax numbers and e-mail address of the corresponding author; (h) any (short) additional information concerning research grants, etc., may be included at the bottom on the title page. If this information is long, please include it in the text, either at the end of the 1<sup>st</sup> page of introduction or in a separate acknowledgement section preceding the references; and (i) date of submission of the manuscript. In addition, note that *the advisors of students sponsored by ICDF will be assumed as the corresponding authors of the submitted papers.*

- **What and Where to Submit**

Manuscripts should be written in English. Authors whose native language is not English are strongly advised to have their manuscripts checked by an English-speaking colleague/advisor prior to submission.

Please submit directly on the JIC website @<http://www.jic.org.tw/news/news.aspx> and send a title page (or Abstract page) to [jic@mail.npust.edu.tw](mailto:jic@mail.npust.edu.tw) in word file.

Please be sure to follow the manuscript formatting instructions exactly so as to ensure *author anonymity* in the review processes. Subsequent editorial correspondence should be with the editor in charge of the manuscript. Documentation and other supporting materials may be submitted with the manuscript to facilitate the review process. Once the manuscript is accepted or revision is required, reviewers' comments and instructions will be sent to the corresponding author.

- **Text Preparation**

1.5 line spacing, including footnotes, tables, and references on A4 sized paper. Use 12-point Times or a similar type style and size. The title of the manuscript should appear in the first page of the text, followed by the introductory section. Do not number sections and subsections. The *JIC* does not ordinarily consider for publishing manuscripts and short communication exceeding 25 and 9 pages (everything included), respectively.

- **Data and Documentation**

Authors are expected to document their data sources, models, methods, analyzing procedure, and estimation procedure, etc. as thoroughly as possible and to make data used available to others for replication purposes.

- **Footnotes**

Number footnotes consecutively throughout the paper, not page by page. Type all footnotes, 1.5 lines spacing, on a separate page following the article. Footnotes should be only explanatory and not for citations or for directing the readers to a particular work.

- **References and Citations**

Place "References," alphabetically by authors, in a list at the end of paper, 1.5 line spacing, with hanging indentation. Provide issue number for journals that do not number pages sequentially through complete volumes.

Journal articles should include the author names (first name initials only), year of publication, article title (in quotations), full journal name (italicized, unabbreviated), volume number, issue number if given or required, and page numbers. For author names, the last name of the principal author goes first, followed by first name initials; for the second author and thereafter, the first name initials will be placed first, followed by the last name. An example

is:

Gould, B. W., T. L. Cox, and F. Perali. 1991. "Demand for Food Fats and Oils: The Role of Demographic Variables and Government Donations," *American Journal of Agricultural Economics*, 73(1): 212-221.

For books, examples are:

Amemiya, T. 1985. *Advanced Econometrics*. Cambridge: Harvard University Press.

Barten, A. P. 1964. "Family Composition, Prices, and Expenditure Patterns," in *Econometric Analysis for National Economic Planning*, 2<sup>nd</sup> ed., P. E. Hart, G. Mills and J. K. Whittaker (eds.). London: Butterworth, pp. 277-292.

For conference proceedings, examples are:

Munroe, K. E. 2005. *Development Strategies for International Cooperation in Community Fisheries Industry in The Gambia*. Ph. D. Dissertation, Department of Tropical Agriculture and International Cooperation, National Pingtung University of Science and Technology, Pingtung, Taiwan.

Crosson, P. 1995. "Natural Resource and Environmental Consequences of Rice Production," in *Proceedings of the International Rice Research Conference*, February 13-17, Laguna, Philippines, pp. 83-100.

For conference paper, example:

Miaw, T. C. 2001. "Country Paper," presented in *APO Seminar on Aquaculture Management*, Dec. 3-8, Republic of China.

For working papers, example:

Guerra, L. C., S. I. Bhuiyan, T. P. Tuong, and R. Barker. 1998. "Producing More Rice with Less Water from Irrigated Systems," in *SWIM Paper 5*, IWMI/IRRI, Colombo, Sri Lanka, p. 24.

For websites, examples are:

NPUST. 2014. *Library New Book Arrival*, National Pingtung University of Science and Technology. Retrieved April 1, 2014, from: [http://npust.edu.tw/portaldoc/news/34635\\_1.pdf](http://npust.edu.tw/portaldoc/news/34635_1.pdf).

NPUST. 2014. *Library New Book Arrival*. Retrieved April 1, 2014, from the World Wide Web: [http://www.npust.edu.tw/portaldoc/news/34635\\_1.pdf](http://www.npust.edu.tw/portaldoc/news/34635_1.pdf).

For others, please check the sample article from our website or email us for detail information ([jjc@mail.npust.edu.tw](mailto:jjc@mail.npust.edu.tw)).

All citations should contain the author's name and publication year. Citations need to be inserted parenthetically; e.g., (Gould, Cox, and Perali, 1991); use semi-colon between citations in a list, e.g., (Gould, Cox, and Perali, 1991; Nash, 2002). If the author's name appears as part of a sentence, include publication year parenthetically. Use "*et al.*" in citations only with four or more authors. Do not use "*et al.*" in the reference section. Publications by the same author(s) in the same year should be listed as 2005a, 2005b, etc. Papers that have been accepted but not yet published may be listed here as "in press", but allusions to personal communications, manuscripts in preparation or submitted but not yet accepted, and "unpublished data" may not be included in this section. Such items, and other parenthetical material, should be cited in footnotes to the text, or in parentheses within the text.

- **Tables and Figures**

Place each table and each figure on a separate page at the end of manuscript; 1.5 line spacing; omit vertical rules in tables. Each table and figure must have a title. Place titles for tables and figures at the top and at the bottom, respectively, flush left and bold. Capitalize the first letter of each word in table/figure titles. Titles should be fully descriptive and omit period.

### **Proofs**

A letter of proofs will be sent to the corresponding author and should be returned within 48 hours of receipt, preferably by e-mail to [jic@mail.npust.edu.tw](mailto:jic@mail.npust.edu.tw). *JIC* will do everything possible to get your article corrected and published as quickly and accurately as possible. Therefore, it is important to ensure that all of your corrections are returned to us in one all-inclusive e-mail or fax. Subsequent corrections will not be possible, so please ensure your first communication is complete.

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***JOURNAL OF INTERNATIONAL COOPERATION HAS NO PAGE CHARGES***

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