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How to Get Your Research Published... ...and then Noticed

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Editorial

Bismillahirrahmanirrahim

Praise and Gratitude to Allah SWT should be given to start the preface to this book as well as prayers and greetings also poured out the blessings of the Prophet Muhammad and his companions.

Dear readers, writing the essence is to arrange ideas with the help of words, sentences, and paragraphs. Words, sentences, and paragraphs are "containers" to convey ideas. The ideas are strung together in propositions which are then expressed in sentences and paragraphs. At the same time, we recognize facts, concepts, principles, and procedures. The results of the thoughts and/ or studies that follow are outlined in the form of manuscripts, research reports, articles or other forms of scientific work. Scientific work is a writing that consists of problems and is presented with scientific methods in accordance with the rules of writing certain scientific papers. Scientific papers contain data and facts as well as the results of one's research which are written in a sequential and systematic manner.

But the key word is the highest achievement in a scientific paper will be proven when the text has been published. One form of scientific publication is a journal. Not all articles from research can be said as scientific journals. Before writing articles in scientific journals, they will usually do a literature

review related to theory and previous research in accordance with the scientific field which is a research problem.

The above argument is the foundation of the compilation team to publish the book "How to Get Your Research Published and Then Noticed" with the intention of helping readers improve their ability to conduct scientific research and guide readers to be able to publish scientific papers.

This book is arranged concisely in module form, so the content of this book presents a more practical description and is expected to be used as an ingredient of self-enrichment. In studying it the reader is advised to understand the essence of writing scientific papers first, then read the stages of writing scientific articles, the content of scientific works, important aspects in scientific articles, and how to make your research published and then quoted systematically.

In addition, in the discussion of this book the author also presents a glimpse to the reader about the Jurnal Ilmiah Peuradeun (JIP), *The International Journal of Social Science*, is a leading International Open Access journal and peer-reviewed journal with the intention of introducing and bringing readers closer to an accredited journal based on the Decree of the Director General of PRP Ristek Dikti No. 48a/ KPT/ 2017 and currently indexed in MAS, Copernicus International Index, Crossref, Google Scholar, OAJI, BASE, DAIJ, ROAD, Mendeley, IOS, GIF, IPI, Sinta, Garuda, OAI-PMH, ROOT Indexing, CiteFactor, ResearchBible, ResearchGate, I2OR, and others. More can be read in a special discussion about the Jurnal Ilmiah Peuradeun (JIP).

In writing this book, we feel that we have received a number of contributions from various parties. For this reason, I would like to take this opportunity to express my gratitude and appreciation to the editorial of the Jurnal Ilmiah Peuradeun team for their dedication and hard work that has been realized until the completion of the Manuscript and Then Noticed Manuscript.

Hopefully this guidebook will benefit all of us in order to realize scientific papers that are of high quality and meet international standard criteria.

Banda Aceh, March 25, 2019
Best Regards,

Editor in Chief

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Introduction

WHAT IS SCIENTIFIC RESEARCH?

The concept of research is familiar to most people, but it cannot be said that all people have the same understanding of what research is. Even dictionaries may include more than one definition, making a distinction between:

- (1) a detailed study aimed at creation or discovery; and
- (2) the simple task of looking up information.

For scientists it is the first meaning, where deliberate processes are followed and something original has been designed or discovered, which is most accurate. That is to say, simply doing an Internet search for the term 'what is global warming', and reading a few websites on the topic, does not alone constitute research in the academic sense. This approach lacks process, and analysis, and does not contribute anything unique. A scholar, on the other hand, would perhaps begin answering the same question by narrowing the search to trusted sources, collecting a large set of relevant information, analyzing and synthesizing, then finally creating a new definition based on justifiable criteria. This approach is not necessarily limited to the sciences, but it is on scientific research that we will focus.

Scientific research in the twenty-first century, particularly in the so-called developed world, is based on the scientific

tradition of Europe in the seventeenth century (Ziman, 1978: 110). The work of 'natural philosophers' such as Galileo, Newton, Kepler, Bacon, Descartes and many others include not only what have become the fundamental principles of modern science, but contributed enormously to the ascendancy of the scientific method as we know it today (Idris & Tabrani, 2017).

Challenging long held beliefs about the universe required that conclusions be drawn from observable and reproducible evidence obtained through systematic processes. In order for conclusions to be accepted as fact, it was also necessary to share scientific work with other members of the community. This social aspect, whereby results are shared, reviewed, and criticized by fellow members of the academic community is another special characteristic of modern science (Ziman, 1978: 110). The standard method for dissemination of research results across the academic community has become the academic or scientific journal.

WHAT ARE SCIENTIFIC JOURNALS?

Philosophical Transactions of the Royal Society became the first published journal of science in 1665 (The Royal Society, 2010). Journals contain articles related to a broad field (Jurnal Ilmiah Peuradeun-The International Journal of Social Science), a sub-field, or may be interdisciplinary.

Journals belong to the family of publications called 'periodicals', due to the fact that they come out periodically; it is common for new journal issues to be released every one, two, or four months. In the past, journals were ordered through the mail, usually by paid subscription.

Today, journals are most easily accessed over the Internet, where some are freely available while others require subscription. Universities will often provide access to a variety of selected journals through their libraries; in electronic and/or hard copy formats.

WHAT ARE JOURNAL ARTICLES?

Journals are composed of collections of academic articles, which are written by scholars and are usually read by other experts in the discipline. Journal articles can be written by anyone who has something to contribute to the field, and the type of article written will depend on the kind of information the writer wishes to share.

Journal articles are often categorized as: empirical research articles, literature reviews, case studies, technical articles, theoretical articles, methodological articles, book reviews, or letters.

The most common of these is the empirical research article. These report original studies and include descriptions of why and how the work was done, as well as what was learned. Literature reviews, also very common, rely on the use of previously published materials only, but the author will read and combine these papers in order to contribute some new idea or perspective.

Journals frequently dictate the types of articles in which they are interested. According to their websites, for example: Jurnal Ilmiah Peuradeun accepts research articles, literature reviews and theoretical articles. The kind of article written will depend on the work which has been done, and the target journal for publication.

In order to guarantee the quality of a journal, submitted writing undergoes a process of review by a peer reviewer. These peers are people accepted as experts in the field of study, and have proven themselves capable as publishing researchers. The reviewers will decide whether the written article is satisfactory, needs revision, or unacceptable. Although the value of peer-review is under debate, it remains that internationally respected journals are those which utilize this system.

WHY PUBLISH ARTICLES?

Doing research is a lot of work, which is probably one of the reasons that not everybody holds a masters or doctoral degree. Writing articles, especially for inexperienced authors, takes the difficult task of research and makes it even more complicated. However, veteran professors are no doubt familiar with the phrase 'publish or perish'; publication is essential.

In fact, publishing is important as one of the steps in the research process (Tabrani ZA, 2018), or even the ultimate aim of research (Walidin, et.al., 2015) because it is the primary means for researchers to contribute to the advancement of human knowledge.

Wellington (2003: 1-5) provides a comprehensive discussion of personal outcomes of publishing, which include:

- **Improving your professional opportunities** - in the academic world obtaining, retaining, or advancing your position often demands published research. Having published also demonstrates that the writer is considered knowledgeable in the field and has the skills to complete the difficult task.

- **Influencing people** - your work will inform the leaders who create policy and make decisions, it will also make people more generally aware of the subject of your research.
- **Financial rewards** - as well as increasing job opportunities, researchers often have the opportunity to receive extra remuneration as a result of successful publication.
- **Personal rewards** - learning new skills, being a respected part of a community, feeling a sense of achievement, and being able to travel as a conference speaker are additional perquisites of publishing.

Regardless of what motivates an individual to undertake the arduous task of publication, it remains that any work which is original, interesting, and useful enough to undertake is probably publishable if it is written well enough and submitted to the appropriate journal.

We hope this manual will help you in preparing your manuscript.

ABOUT THIS BOOK

The primary audience intended for this book is the research community, students and academic community in the world. However, anyone interested in the subject will surely find this an invaluable guide.

This is not a text on English for academic purposes, or a discussion about the process of research. The specific aim of this manual is to provide a convenient reference for all people with little, or no, experience in writing research.

We hope this manual will help you in preparing your manuscript.

Figure A mind map plan

Writing Scientific Articles

ESSENCE OF WRITING

The highest achievement in a scientific work is when it is published. With scientific journal publications not only as a prerequisite for accreditation and credit numbers but also enriching scientific literacy. Nevertheless in the publication of a scientific work there are several ethics that need to be considered. One form of scientific publication is a journal. Not all articles from research can be said as scientific journals. Before writing articles in scientific journals, they will usually do a literature review related to theory and previous research in accordance with the scientific field which is a research problem.

Writing the essence of arranging ideas with the help of words, sentences, and paragraphs. Words, sentences, and paragraphs are "containers" to convey ideas. The ideas are strung together in propositions which are then expressed in sentences and paragraphs. At the same time, we recognize facts, concepts, principles, and procedures. The results of subsequent thoughts and/ or studies are stated in the form of papers, research reports, articles or other forms of scientific work.

There are seven important things in order to produce quality writing. Quality means better quality work that it's true, accurate, precise, detailed, deep or sharp analysis, easily understood/ followed by the flow of thinking, free from plagiarism.

True writing means true according to the laws of religion and the scientific foundation of each. Accurate, meaning, the data presented or the results of the research cited or the ideas put forward can be accounted for. Careful, meaning, thorough that there is nothing that is lacking or excessive or there is no wrong place or even quoted the page. Detailed, meaning that each part or aspect presented is translated into smaller parts according to the scope or details of each.

Furthermore, the detailed descriptions of each are described in depth through a sharp analysis. Next, it is easy to follow. To make it easier to follow, the grain laid out in a logical sequence, from the easy to the difficult, from near to the distant, from the simple to the complex, from the leading global or detailed outline, from the past to the present or vice versa from now to the past. The description is presented using the choice of words understood by the prospective reader, using a clear sentence subject and predicate, and use paragraphs clear idea anyway.

Finally, writing must be free from plagiarism. That is, when quoting other people's opinions, or other people's data or institutional data, or other people's findings, it must be done carefully and carefully by paying attention to ways of citing and referencing in accordance with the applicable provisions so as not to plunge into plagiarism behavior, either intentional or not.

Articles for scientific journals are divided into two types, namely research articles and conceptual ideas articles (review articles). Both types of articles have different materials and components. A research article, the basic material is a research report. Starting from the research report, the author of the

article processed the research report into a research article. Meanwhile, the article conceptual ideas of the material are the ideas or thoughts of the author. The author's ideas or thoughts are then combined with the ideas of previous writers or experts. Can also be combined with the results of previous studies.

STAGE OF WRITING SCIENTIFIC ARTICLES

Pre-writing. The pre-written top product is the realization of a writing framework or framework. To produce a writing framework the author (1) reads various sources (books, research reports, journals, magazines, and other sources both printed and presented online), which can be accompanied by citation activities and making thematic quotes or thematic bibliographic annotations, (2) reflecting / thinking (discussing within oneself), (3) discussing (thinking with others), (4) making observations that can be accompanied by recording activities, and (5) carrying out other activities that are useful to produce a writing framework. The fifth sequence of activities is not procedural. That means it can be started anywhere. It may start from observations and then read the sources or discuss first and then read the sources and make observations. From that process finally a good writing framework will be produced, namely systematic (sequence), detailed (outlined), complete (information), and in-depth (analysis / study).

SCIENCE OF SCIENTIFIC WORKS

There are several elements or content of scientific works (papers, research reports, articles, books, or other forms), which consist of the following 9 elements:

1. The idea and/ or claim of the author. Scientific ideas in the form of a scientific statement of the author regarding a matter or problem or concept or procedure or a particular theory that is explained further by using examples or illustrations or specific details or evidence. This scientific idea is very important because it is an element that can distinguish from other people's writing. Writing originality will also emerge through this idea.
2. Facts (a set of real events or events related to a particular thing/ entity being explained by the author. Facts are sporadic.
3. Research data (facts arranged systematically, collected with certain instruments for specific research purposes). Data is systematic.
4. The views of previous experts (thoughts or ideas of experts in their fields, whether tested or not, regarding a matter or problem or concept or procedure or a particular theory.
5. Research results (research data that has been analyzed with certain techniques to answer the formulated problem statement).
6. Relevant theories; including relevant concepts and procedures (comprehensive and complete systematic explanation of a matter/ phenomenon/ entity by experts in their fields based on research and/ or scientific ideas). 1-6 including the content element.
7. Reasoning; refers to how the contents of KI are described or elaborated, connected, and arranged in a unified and systematic connection. Good writing starts

from a good idea organization. The organization of ideas was built through the author's reasoning.

8. Language; includes choices and formations of words, sentences, paragraphs, and the use of spelling/punctuation carefully.
9. Visual appearance can be images, graphics, charts, or other.

IMPORTANT ASPECTS IN SCIENTIFIC ARTICLES

1. **New**; namely substance (subject matter) or point of view/method used. Writing does not just restate. For that, the author must dare to think differently even if necessary against the flow. If the substance has been determined, the next step is to collect materials (expert views, research results, theories, observations, etc.) from various sources (reference books, journals, research reports, papers). If the substance is not new or has even been discussed by many people, choose a new perspective. Including the point of view is the method used.

Before expressing new ideas, we must explore or trace "old" ideas that have been stated previously. After succeeding in finding "old" ideas, the next writer will be easier to express his thoughts that are different or new when compared with the ideas "old" it. Without being preceded by finding the "old" idea, the next writer can be "fooled" because it is thought that the idea put forward is new, it turns out that there have been many written or put forward by other people or previous writers. Here is the need for each researcher / writer to trace the ideas of previous researchers / writers.

Here are some examples of "old" ideas that have been suggested by previous researchers / writers about how to teach or rather teach students to think in school. (1) Eggen and Kauchak (2001) believe the best approach to teaching for thinking when it is taught explicitly and within the context of the regular curriculum (Lang and Evans, 2006: 443), in a book entitled *Models, Strategies, and Methods for Effective Teaching*. (2) These results provide robust evidence that explicit instruction is an effective method for teaching critical thinking skills to high school students. Quoted from the article entitled *Pedagogy for developing critical thinking in adolescents: Explicit instruction produces greatest gains*, the work of Lisa M. Marina, Diane F. Halpernb, in the *Thinking Skills and Creativity journal*, pages 1-13, 2011. (3) Critical thinking is a learnable skill; the instructors and peers are resources in developing cognitive thinking skills. This article was presented by John C. Bean, in the book *Engaging Ideas*, 2001.

That means, if the next author will offer new ideas about learning to think, it must explain first "old" ideas above. After that, new ideas were offered. Thus, it will be clear where the novelty and excellence of the ideas we offer.

2. **Right;** that is true according to each scientific rule, supported by data and research results or at least expert views. What if the subject is new / not widely discussed by experts? In the philosophy of science, we know the theory of truth, namely the theory of correspondence, coherence, and pragmatics. In the view of coherence, something is true if our thinking is coherent or not contradictory or coherent with existing theories. What if our new thoughts go against the flow?

3. **Deep;** how to discuss it. With a deep discussion, the important dimensions are vertical, not horizontal. What is the deep discussion? Discussions that are not only on the skin or surface, for example, are not just definitions or characteristics. But it comes to the content of the deepest content, its relationships, and its differences.
4. **Completed;** ie there is nothing left. The related aspects are discussed all, there is nothing left. What if there are restrictions on the number of pages, for example? In this context, it needs an explanation of the scope or limitation of the problem. That which has been determined as the scope must be discussed thoroughly. In addition to covering all aspects, thorough discussion is also profound.
5. **Useful;** for the development of science and practical life. Scientific writing must fulfill both benefits. Scientific writing starts from theorized (inductive) real life practice or from the theory practiced (deductively) then written or paced from theory to practice, from practice to theory. New theories fix old theories based on new findings in practice. For practical life, the subject matter discussed is directed at solving problems that occur in the community.
6. **Avoid plagiarism;** no matter how small. Above all, scientific writing must be avoided from plagiarism, whatever it may be, whether intentional or unintentional, both plagiarism from the work of others and from the work itself (autoplagation). Better, the writing is simple but original in its own work, rather than the sophisticated or complex analysis but the result of plagiarism. To avoid plagiarism, prioritize new ideas of your own. The new ideas put forward

must be strong or prominent, while the ideas of others are sufficient as supporters or complementary. In this way, plagiarism can be avoided.

From the explanation above, the element or content of scientific work refers to the substantive content of the content in a scientific work, while the component of scientific work refers to the compound content related to a systematic framework. Elements of scientific work are in every sentence and paragraph. Furthermore, the sentence and paragraph are in each component of the scientific work.

About the Jurnal Ilmiah Peuradeun

Jurnal Ilmiah Peuradeun (JIP), is the International Journal of Social Sciences, and an International Journal Open Access and a leading peer-reviewed journal. JIP specializes in the Social Sciences, consolidates fundamental and applied research activities with a very wide-ranging coverage. JIP published by SCAD Independent, published 3 times per year (January, May, and September) and published online by the end of the month of edition. All published articles are available on online and print. These articles undergo the rigorous double-blind peer-review process. JIP will publish a manuscript which has never been published in any publication or no publication is being requested or considered by other media, accordance with the ethics statement on the JIP. JIP is an Open Access journal in print and online. JIP publishes the core ideas of the article or the research results of the social sciences, which had a significant impact and a real contribution to the community at large, practical and academic world. This includes studies and reviews conducted by multidisciplinary teams as well as research which evaluates or reports the results or conduct of such teams or scientific process in general.

JIP has been published since 2013, in accordance with SK PDII-LIPI with p-ISSN: 2338-8617 and e-ISSN: 2443-2067, peer-reviewed journal, and specializes in the Social

Sciences, such as; Politics, Law, Education, Religion, Culture and Humanities. JIP publishes the core ideas of the article or the research results of the study, which had a significant impact and a real contribution to the community at large, practical and academic world. At the beginning of publication (2013), JIP was published only in the print version in each edition. Then, from 2014, in addition to publishing in print, JIP began to be published online that integrated directly with a website platform SCAD Independent. In order to have good quality articles, from 2014 until 2016 JIP has processed online, using its own application system through the publisher panel form, and used email for correspondence between editor and reviewer. To improve the quality of international publications, since February 2017, JIP has increased its publication performance by using Open Journal Systems (OJS) 3 platform which provided by PKP (Public Knowledge Project).

Jurnal Ilmiah Peuradeun (JIP) specializes in the social sciences, which aims to represent and publish original research results and reviews in social science areas which delivered by practitioners and researchers, which had a significant impact and a real contribution to the community at large, practical and academic world. This includes studies and reviews conducted by multidisciplinary teams as well as research which evaluates or reports the results or conduct of such teams or scientific process in general. Jurnal Ilmiah Peuradeun (JIP) encompasses a broad range of research topics in the Social Sciences, such as: education, politics, law, religion, culture and public policies, including the natural sciences for the social sciences. JIP publishes high quality and innovative research at the frontier of

all sciences with an emphasis on interdisciplinary research. We particularly encourage manuscripts that lie at the interface of social sciences. The main objective of the JIP is to disseminate scientific knowledge and generate debate in an interdisciplinary context, linking the different areas of the social sciences. Thus, it is contributing this will help to the societies development with a rigorous scientific basis, internationally proved. Moreover, to offer a multidisciplinary forum to scholars and experts from different fields and to bridge the gap between them, within and across all aspects of sciences.

This journal provides immediate open access to its content on the principle that making research freely available to the public and supports a greater global exchange of knowledge. JIP as an Open Access Journal is licensed under a Creative Commons 4.0 International License (CC-BY-SA) or an equivalent license as the optimal license for the publication, distribution, use, and reuse of scholarly works. Access permissions beyond the scope of this license may be available at the digital libraries and open access journal database.

The journal covers a very wide range of areas and we welcome submissions from practitioners at all levels and from all over the world. JIP publishes high quality and innovative research at the frontier of all sciences with an emphasis on interdisciplinary research. We particularly encourage manuscripts that lie at the interface of the life sciences and either the more quantitative sciences or the social sciences. We believe that these various disciplines can all contribute to JIP and provide original insights to the most recurrent questions. Original research articles and review papers are equally welcomed.

JIP will publish a manuscript which has never been published in any publication or no publication is being requested or considered by other media, accordance with the ethics statement on the JIP. And the papers submitted, written in English that meets the rules of writing is good and right.

Jurnal Ilmiah Peuradeun has become a CrossRef Member. Therefore, all articles published will have unique DOI number, and JIP also has been accredited by the Ministry of Research Technology and Higher Education Republic of Indonesia (SK Dirjen PRP RistekDikti No. 48a/KPT/2017). This accreditation is effective from October 30, 2017 until October 30, 2022. JIP is currently indexed by MAS, Index Copernicus International, Crossref, Google Scholar, OAJI, BASE, DAJ, ROAD, Mendeley, IOS, GIF, IPI, Sinta, Garuda, OAI-PMH, ROOT Indexing, CiteFactor, ResearchBible, ResearchGate, I2OR, and others.

JIP is under the auspices of the SCAD Independent. SCAD Independent is a scientific professional organizations and the publication has conducted research in various fields, such as social issues, education, democracy, politics, law, public policy, religion and culture. SCAD Independent founded in year 2010 with the Notary Deed No. 01, dated 29 October 2012. One of the visions is: "Provide a place for intellectuals to contribute to the development of Indonesia in particular and the world in general to a better direction". Since 2014, SCAD Independent has been accredited at the International Accreditation Organization (IAO).

How to Get Your Research Published and Then Noticed

OVERVIEW

As researchers, you make huge strides in advancing essential knowledge. Your achievements can save lives and improve the way we live. If you're ready to share your knowledge with the world, this booklet outlines the best opportunities for publishing your research - and for seeing it shared globally. The first question to ask yourself is, 'do I have a story to tell?'. Editors and reviewers look for original and innovative research that adds to their field of study, or immediately impacts patient care. This means that your conclusions must be sound and based on sufficiently robust data.

Secondly, ask yourself, 'is there an audience for my research findings?'. The more original and innovative your research, the more people will be interested. Consider whether your research is of interest to a local, regional or international audience. Identifying your audience is a major factor in selecting the right journal to submit your manuscript to. You can read more about selecting a journal on the next page.

There are several types of research articles:

1. Letters and rapid or short communications are intended for the quick and early communication of significant or original advances, without including too much data or detail.

2. Review papers summarize recent developments on a specific topic, without introducing new data.
3. Full articles contain significant data, detail, developments and outcomes.
4. Research elements enable you to publish research output, such as data, software, methods, videos and much more, in brief, citable articles.

If you're unsure which type of article to write, discuss your options with your supervisor or colleagues. For the purposes of this booklet, we offer guidance for writing and publishing a full article. Once you've decided to write a full article, follow the guidelines of your chosen journal, and the general guidelines for scientific writing outlined in the following sections.

FIND THE RIGHT JOURNAL

Finding the right journal for your article can be key to reaching your target audience.

1. Take into consideration the type of article you'd like to publish (full length, letter, review, research output).
2. Check the references in your article, to give an indication of possible journals of interest.
3. Read the journal's aims and scope on the journal homepage
4. Read or download the journal's Guide for Authors.
5. Check if the journal is invitation-only; some journals only accept articles after inviting the author to submit.
6. Check the journal's performance for review and publication timelines

7. If you need to publish open access,
8. Remember that Jurnal Ilmiah Peuradeun explain their open access options on the journal homepage.
9. Submit your paper to only one journal at a time.

OPEN ACCESS OPTIONS

In general, open access indicates free and permanent access to published research, combined with clear guidelines for readers to share and use the content. There are two main types of open access: gold and green. What is the difference between gold and green open access?

"Gold open access: refers to work that is immediately available free of charge at the site of publication to any member of the public. Post-Finch it is commonly taken to mean that such access is supported by author-side article processing charges (APCs) ..." (Vincent & Wickham, 2013, p. 121). In general terms the "Article Processing/Publishing Charge" means an author, upon the acceptance of a piece of work, is required to pay a fee for publication. "Pure Gold" open access journals are not subscription based and only charge an APC as a means of recouping costs (Business, Innovation and Skills Committee Open Access. Fifth Report of Session 2013-14, 2013, p. 3)

"Green open access: refers to work that is made publicly available in a repository, institutional or subject-based, after an embargo period. Variants of Green open access depend on whether what is made available after the embargo period is the author's final submitted text (or 'pre-print') or the article in its post-refereed form (or 'post-print')." (Vincent & Wickham, 2013, p. 121).

Green Road (or Self-archiving)	Gold-Road
<ul style="list-style-type: none"> ▪ Principle : published article or final draft post-refereeing (called "author's post-print") is self-archived by the researcher in an online repository. Deposit is done in addition to the commercial publication and made freely available to the public. ▪ Access to the article is often delayed (embargo period) and submitted to transfer copyrights imposed by publishers. ▪ No fee is payable by the author. 	<ul style="list-style-type: none"> ▪ Principle: Published article is immediately provided free of charge in an open access mode by the scientific publisher. ▪ Immediate access. ▪ The associated costs - Author Processing Charges (APCs) - are paid by the author or on their behalf (university or research institute to which the researcher is affiliated, or by the funding agency supporting the research). The <u>Swiss National Science Foundation (SNSF)</u> and the <u>European Commission (H2020)</u> offer funding to cover publications APCs. ▪ Gold-Hybrid OA corresponds to OA made by subscription journals providing Gold OA for authors who have opted to pay APC. ▪ From 50 to 6000 \$.
<ul style="list-style-type: none"> - <u>Serval</u> is the official institutional repository for archiving publications at UNIL and CHUV. 	<ul style="list-style-type: none"> ▪ Journals responding to official OA criteria are indexed in the <u>DOAJ</u> (Directory of Open Access Journals).

Jurnal Ilmiah Peuradeun (JIP) provides immediate open access to its content on the principle that making research freely available to the public supports a greater global exchange of knowledge. This statement is based on the OASPA, Budapest Open Access Initiative, and Bethesda Statement on Open Access Publishing. JIP highly values the personal information of its authors. We will aggressively pursue all legal avenues to protect the privacy of our authors and users against unauthorized uses.

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This license permits anyone to compose, repair, and make derivative creation even for commercial purposes, as long as appropriate credit and proper acknowledgement to the original publication from journal is made to allow users to trace back to the original manuscript and author.

AIMS, FOCUS AND SCOPE

Jurnal Ilmiah Peuradeun (JIP), is a leading peer-reviewed and open-access journal, published by the SCAD Independent, Aceh, Indonesia with p-ISSN: 2338-8617 and e-ISSN: 2443-2067, has been accredited by the Ministry of Research Technology and Higher Education Republic of Indonesia (SK Dirjen PRP RistekDikti No. 48a/KPT/2017). JIP is published 3 times per year (January, May, and September) and published online by the end of the month of edition. All articles published are available online and Open Access.

Aims

Jurnal Ilmiah Peuradeun, is a leading peer-reviewed and open-access journal, which publishes scholarly work, and specializes in the Social Sciences, consolidates fundamental and applied research activities with a very wide ranging coverage and had a significant impact and a real contribution to the community at large, practical and academic world. This includes studies and reviews conducted by multidisciplinary teams as well as research which evaluates or reports the results or conduct of such teams or scientific process in

general. The journal seeks to appeal to an interdisciplinary audience and authorship which focuses upon real world research. It attracts papers from a wide range of fields of social science with its efficient and qualified double-blind peer review process.

The principal purpose of Jurnal Ilmiah Peuradeun is to publish scholarly work in the social sciences defined in the classical sense that is in the social sciences, the humanities, and the natural sciences. The research that is published may take a theoretical or speculative model as well as statistical and mathematical to promote interdisciplinary thinking, and to provide scholars a platform to exchange knowledge from a variety of perspectives and locations. Contributions are welcome from all fields which have relevant and insightful comments to make about the social sciences.

Focus and Scope

JIP publishes high quality and innovative research at the frontier of all sciences with an emphasis on interdisciplinary research, especially the manuscript that lie at the interface of social sciences. It's encompasses a broad range of research topics, such as: education, politics, law, religion, culture and public policies, including the natural sciences to make about the social sciences.

Main Objective

The main objective of the JIP is to disseminate scientific knowledge and generate debate in an interdisciplinary context,

linking the different areas of the social sciences. Thus, it is contributing this will help to the societies development with a rigorous scientific basis, internationally proved. Moreover, to offer a multidisciplinary forum to scholars and experts from different fields and to bridge the gap between them, within and across all aspects of sciences.

PUBLICATION ETHICS AND MALPRACTICE STATEMENT

Jurnal Ilmiah Peuradeun (JIP), the International Journal of Social Sciences, is a leading peer-reviewed and open-access journal, online and print. The main objective of the JIP is to disseminate scientific knowledge and generate debate in an interdisciplinary context, linking the different areas of the social sciences. Thus, this contributing will help to the society's development with a rigorous scientific basis, internationally proved. This statement clarifies the ethical behavior of all parties involved in the act of publishing an article in the journal, viz: the author, the chief editor, the peer-reviewer and the publishers (SCAD Independent). This statement is based on COPE (*Committee on Publication Ethics*) Code of Conduct and Best Practice Guidelines for Journal Editors.

The essentials of JIP's publishing ethics for all groups involved in the publishing process are as follows:

Ethical Guideline for Journal Publication

The publication of an article in a peer-reviewed JIP is an essential building block in the development of a coherent and respected network of knowledge. It is a direct reflection of the quality of the work of the authors and the institutions that

support them. Peer-reviewed articles support and embody the scientific method. It is therefore important to agree upon standards of expected ethical behavior for all parties involved in the act of publishing: the author, the journal editor, the peer reviewer, the publisher and the society.

SCAD Independent as publisher of Jurnal Ilmiah Peuradeun takes its duties of guardianship over all stages of publishing extremely seriously and we recognize our ethical and other responsibilities. We are committed to ensuring that advertising, reprint or other commercial revenue has no impact or influence on editorial decisions. In addition, the SCAD Independent and Editorial Board will assist in communications with other journals and/or publishers where this is useful and necessary.

Publication Decisions

The editor of the Jurnal Ilmiah Peuradeun is responsible for deciding which of the articles submitted to the journal should be published. The validation of the work in question and its importance to researchers and readers must always drive such decisions. The editors may be guided by the policies of the journal's editorial board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The editors may confer with other editors or reviewers in making this decision. This statement clarifies ethical behaviour of all parties involved in the act of publishing an article in this journal, including the author, the chief editor, the Editorial Board, the peer-reviewer and the publisher (SCAD Independent). This statement is based on COPE's Best Practice Guidelines for Journal Editors.

DUTIES OF EDITORS:

Responsibilities: The editor of a journal holds a vital position taking important editorial decisions on all peer-reviewed submitted for publication.

Fair Play: An editor at any time evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors. The editor should evaluate manuscripts objectively based on their academic merit free of any commercial or self-interests.

Confidentiality: The editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

Disclosure and Conflict of Interest: Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the express written consent of the author.

Transparency Academic: The editor should maintain the transparency of the academic research & record, preclude professional needs from cooperating ethical standards, and always be willing to publish retractions, rectifications, and erratum when required.

Rectitude: Promoting research rectitude must be preserved. If at any stage the publisher suspects any kind of misconduct in research, it should be investigated promptly in detail with suitable authority; and if any suspicious act of misconduct is observed in the peer review, it should be resolved with diligence.

DUTIES OF REVIEWERS:

Contribution to Editorial Decisions: Peer review assists the editor in making editorial decisions and through the editorial communications with the author may also assist the author in improving the paper.

Promptness: Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.

Confidentiality: Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except as authorized by the editor. Since peer review is confidential, reviewer also must not share information about the review with anyone without permission from the editors.

Standards of Objectivity: Reviews should be conducted objectively, providing a detailed, critically, constructive, and unbiased evaluation in a timely manner on the scientific content of the work. Referees should express their views clearly with supporting arguments.

Acknowledgement of Sources: Reviewers should identify the relevant published work that has not been cited by the authors. Any statement that an observation, derivation, or argument had been previously reported should be accompanied by the relevant citation. A reviewer should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published paper

of which they have personal knowledge; and also notifying of the journal editor of any ethical concerns in their evaluation of submitted manuscripts; such as any violation of ethical treatment of animal or human subjects.

Disclosure and Conflict of Interest: Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers. Reviewers notifying the journal editor about any financial or personal conflict of interest and declining to review the manuscript when a possibility of such a conflict exists.

DUTIES OF AUTHORS:

Reporting standards: Authors of reports of original research should present an accurate account of the work performed as well as an objective discussion of its significance. The underlying data should be represented accurately in the paper. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behavior and are unacceptable.

Data Access and Retention: Authors are asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data (consistent with the SCAD Independent Statement on Data

and Databases), if practicable, and should in any event be prepared to retain such data for a reasonable time after publication.

Originality and Plagiarism: The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted.

Multiple, Redundant or Concurrent Publication: An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behavior and is unacceptable.

Acknowledgement of Sources: Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work.

Authorship of the Paper: Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included in the paper, and that all co-authors have seen and

approved the final version of the paper and have agreed to its submission for publication.

Hazards and Human or Animal Subjects: If the work involves chemicals, procedures or equipment that has any unusual hazards inherent in their use, the author must clearly identify these in the manuscript.

Disclosure and Conflicts of Interest: All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed.

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Prepare Your Paper

THE WRITING PROCESS

There are many ways to go about writing, and no one method will work for everyone. Generally, we can identify four main stages to the writing process as:

- (1) Planning,
- (2) Writing,
- (3) Proofreading and Sharing; and
- (4) Revision and Editing.

It is not necessary, or even advisable, to follow these steps by simply moving from beginning to end. The process of writing should not resemble a straight line; rather, it resembles a spider-web of connected steps. How often you return to these different stages will depend on you and on the text you are writing. Some important things to remember are:

- Use headings and the structure of the article.
- Begin writing as soon as you can, you can never start too soon.
- Don't worry about the details of sentences, you can change them later.
- Share your writing as much as possible, you can never get too much feedback.
- Revise, revise, revise and then, revise.

Planning

Planning is the consideration of how information is to be organized. Common planning methods include outlining and mind mapping. An outline can begin with the IMRaD headings followed by subheadings to delineate the information that you have, the information that you plan to get. As another example, consider that the Table of Contents for this book was written first, and then a copy of that was filled out as the project commenced. While there were some changes made along the way, the final product closely resembles the original outline. See figure shows a mind map version of the same.

Tabrani (2018) points out that individuals will plan their writing in different ways, and that they can use more than one planning method. When organizing the writing it is essential that the journal requirements are observed, and that the organization is both clear and logical.

Writing

It is a good idea to move through your writing quickly when you have something to write. Do not worry about style or mistakes so much as getting words down. Writing your ideas as they come is more important than revising while you write; you can review your writing and make changes later.

Epstein, Kenway, and Boden (2005: 18) feel very strongly that it is important to begin writing as quickly and regularly as possible. They further state, in agreement with Katz (2006) that writing is "integral" to research. Katz goes on to point out that writing helps the researcher to gain a different perspective on their work, which in turn leads to better research. Sections such

as the literature review and methodology are especially linked to the early stages of research.

Other advantages to writing while the research is being conducted include: it is unlikely that details will be forgotten, it gives something useful to do while waiting for results, and there is less pressure to write a great deal of the paper after the data have been collected.

Proofreading and sharing

This stage of the writing process is crucial. Young (2006) points out that many journals are forced to reject quality research because the standard of English is too low. Language use is not the only issue, journal requirements and the risk of accidental plagiarism are both important areas to consider. My list of things to check while proofreading is very simple:

1. Check everything.
2. Ask someone else to check everything for you.
3. Check everything again.

Check everything contained in this book, to start, as well as spelling, grammar, punctuation, and layout. Of course, people have difficulty in seeing their own writing objectively, therefore it is necessary to share your writing with someone who can read it and make suggestions (Bem, 2003; Epstein, Kenway, & Boden, 2005; Wellington, 2003; Young, 2006). Ideally your reader will be familiar with your field and have experience in reading and writing scientific articles. For doctoral students obvious candidates include advisors, professors, and classmates.

Revision and Editing

Research on writing shows us that good writers are people who reread, review, and revise their writing. Bem (2003) goes so far as to say that almost every sentence will be rewritten before the final draft is submitted. Changing organization, using different language, finding places where information is missing, and correcting mistakes are some of the areas where a paper will need improvement. Expect to write several drafts of your paper as a mandatory part of the process (Hubbuck, 1996; Wellington, 2003; Booth, Colomb, and Williams, 2008).

As mentioned above, it is not easy to critically evaluate one's own writing. Bem offers two possible strategies for surmounting this problem: first, take a break from your writing and approach it with a fresh mind; second, gain a new perspective on your writing by hearing it as you read out loud. Personally, I like to revise my work at three points in the writing process: when I have been away from my computer for more than a few hours, when I don't know what I want to write next and need inspiration, and finally when I think the paper is finished and needs no more new content.

YOUR MANUSCRIPT

Title

The title is the main advertisement for your article. A great title entices the audience to read on; a poorly titled article may never reach its target readers. Your article's title should reflect its content clearly, enabling readers to decide whether it's relevant for them.

Make the title catchy and keep it specific. Leave out phrases such as 'a study of', 'investigations into', 'and observations on'; and avoid using abbreviations and jargon. Remember, too, that abstracting and indexing services depend on accurate titles; they extract keywords from them for cross-referencing.

Essentially, effective titles:

1. Identify the article's main issue.
2. Begin with the article's subject matter.
3. Are accurate, unambiguous, specific and (when possible) complete.
4. Are as short as possible.
5. Are enticing and interesting; they make people want to read further.

Authors

Only authors who've made an intellectual contribution to the research should be credited; those who'll take responsibility for the data and conclusions, and who've approved the final manuscript. The order of credited names can vary between disciplines; the corresponding author may not always be the first author.

Abstract

The abstract is your chance to describe your research in 200 words - so use it wisely. Together, the title and abstract should be able to fully represent your article, including for use by indexing services. Many authors write the abstract last, so it reflects the content accurately.

The abstract should summarize the problem or objective of your research, and its method, results, and conclusions. Usually an abstract doesn't include references, figures or tables. It should mention each significant section of the article, with enough detail for readers to decide whether or not to read the whole paper. While it's great to make the abstract interesting, above all it should be accurate. Don't promise more than your article delivers.

Keyword list

Most journals request a list of keywords; important words that, along with those in the title, capture the research effectively. Keywords are used by abstracting and indexing services; choosing the right ones can increase the chances of your article being found by other researchers. Many journals also ask for a subject classification during the online submission process; this helps editors to select reviewers.

The body of the text

Make the introduction brief. It should provide context and background, but not be a history lesson. It should state the problem being investigated, its contextual background, and the reasons for conducting the research. State the questions you're answering and explain any findings of others that you're challenging or furthering. Briefly and logically lead the reader to your hypotheses, research questions, and experimental design or method.

Method

(Also called Materials and Methods or Experimental Methods)

This section should be detailed enough that readers can replicate your research, and assess whether the methods justify the conclusions. It's advisable to use the past tense - it's about what you did - and avoid using the first person, although this will vary from journal to journal.

Ultimately, you should explain how you studied the problem, identify the procedures you followed, and structure this information as logically as possible. If your methods are new, you'll need to explain them in detail. If they've been published before, cite the original work, including your amendments if you've made modifications. Identify the equipment and the materials you used, specifying their source. State the frequency of observations and what types of data were recorded. Give precise measurements, stating their strengths and weaknesses when necessary. Name any statistical tests, so your quantitative results can be judged.

If your research involved human participants, animals, stem cells or other biohazard materials, you'll need to include certain information in the ethics statement, such as committee approvals and permission to publish. You should also explain your criteria for selecting participants.

Results

This section should present your findings objectively, explaining them largely in text. It's where you show how your results contribute to the body of scientific knowledge, so be

clear and logical. And it's important not to interpret your results - that comes in the Discussion & Conclusions section.

You can base the sequence of this text on the tables, figures and graphs that best present your findings. Emphasize any significant findings clearly. Tables and figures must be numbered separately; figures should have a brief but complete description - a legend - that reveals how the data was produced.

Discussion & Conclusions

This is where you describe the meaning of your results, especially in the context of what was already known about the subject. You can present general and specific conclusions, but take care not to summarize your article - that's what the abstract is for.

You should link this section back to the introduction, referring to your questions or hypotheses, and cover how the results relate to your expectations and cited sources. Do the results support or contradict existing theories? Are there any limitations? You can also suggest further experiments, uses and extensions.

Above all, the discussion should explain how your research has moved the body of scientific knowledge forward. Your conclusions must be supportable and not extend beyond your results, so avoid undue speculation and bold judgments about impact. This is also a good place to suggest practical applications for your results, and to outline what the next steps in your research will be.

To summarize, make sure that:

1. Your results directly support your conclusions.

2. You use specific expressions and quantitative descriptions - '12 degrees higher' instead of 'a higher temperature'.
3. You only discuss what you defined early in the paper - don't introduce the reader to a whole new vocabulary.
4. If you missed an important term, go back to the introduction and insert it.
5. All interpretations and speculations are based on fact, not imagination.

Acknowledgments

Keep acknowledgements brief, naming those who helped with your research; contributors, or suppliers who provided free materials. You should also disclose any financial or other substantive conflict of interest that could be seen to influence your results or interpretations.

References

New research builds on previously published work, which should always be acknowledged. Any information that isn't 'common knowledge', or generated by your experiments, must be recognized with a citation; and quoted text should be within quotation marks, and include a reference. The format of citations and references varies, so you should refer to the Guide for Authors for the journal you're submitting to, in this case is JIP.

LANGUAGE QUALITY

A scientific article should report your findings and conclusions as clearly and concisely as possible. To achieve this:

1. Try to avoid unnecessary words or phrases - keep it simple.
2. Use active writing when possible. For example, 'Carbon dioxide was consumed by the plant' is passive. Active writing shortens this phrase to, 'The plant consumed carbon dioxide' - which is much snappier.
3. Tense is important. For known facts and hypotheses, use the present tense: 'The average life expectancy of a honey bee is six weeks.' But use the past tense when referring to experiments you've conducted: 'All the honey bees were maintained in an environment with a consistent temperature of 23°C.' And also use the past tense to describe results: 'The average life span of bees in our contained environment was eight weeks.'

ILLUSTRATIONS

Submitting any illustrations, figures or other artwork - like multimedia and supplementary files - in an electronic format means that we can produce your work to the best possible standard, ensuring accuracy, clarity and a high level of detail. Our professional illustration services can create or polish images to match your exact needs. We support detailed fullcolor and photorealistic images from sketches, or convert existing images into more simplified line drawings.

ADDING RESEARCH DATA

Research data forms the backbone of your research article and provides the foundation on which scientific, technical and

medical knowledge is built. As a researcher, you are increasingly encouraged, or even mandated, to make your research data available, accessible, discoverable and usable. As an author, you can choose to store your data in a repository, like Mendeley Data, to make your dataset independently citable and link it with your article. You can also choose to submit a brief, peer-reviewed data article. Your data article will be indexed and linked with your original research article. Be sure to cite your research data in your article. This ensures you receive credit for your work, while making your research data accessible, giving your readers deeper insights and supporting their work.

DATA STATEMENT

There can be reasons why you are not able to share your research data, for example due to confidentiality reasons. In this case you can submit a data statement which will appear next to your article and states the reason why your dataset is not linked to your article.

ETHICS

Understanding the boundaries in scientific research and publishing is a key step in making sure your work gets off to the best start. Scientific misconduct and breach of publishing ethics can take different forms, and be committed knowingly or unknowingly. Examples of misconduct and breaches include:

1. Authorship disputes – deliberately misrepresenting a scientist's relationship with published work.

2. Competing interests - not disclosing to a journal that you have a direct or indirect conflict which prevents you from being unbiased.
3. Plagiarism - passing off another's work or idea as your own.
4. Simultaneous submission - submitting a paper to more than one publication at the same time.
5. Research fraud - including fabrication (making up research data) and falsification (manipulating research data, tables or images).
6. Salami slicing - the 'slicing-up' of research that would form one meaningful paper into several different papers.

Submit and Revise Your Paper

Once you've checked (and re-checked!) your manuscript, you're ready to submit it to the journal editor via the submission and peer review system.

HOW TO SUBMIT A PAPER?

Submission to Jurnal Ilmiah Peuradeun via an electronic submission system which allows for a fully online editorial review and decision process. Journals currently use OJS platforms by PKP.

Interested in submitting to this journal? We recommend that you review the about the Jurnal Ilmiah Peuradeun (JIP) page for the journal's section policies, as well as the Author Guidelines. Authors need to register with the journal prior to submitting or, if already registered, can simply log in and begin the five-step process.

Submission of a paper to this journal implies that the manuscript has not been in or submitted to any other journal and the author have obtained appropriate permission to use data obtained for and contained in the manuscript. With the following conditions:

1. It is essential that authors prepare manuscripts according to established specifications. Failure to follow may result in your paper being delayed and the

effectiveness of the search capabilities offered by electronic delivery will depend upon the care used by authors in preparing manuscripts;

2. Fluent, comprehensible and correct use of English is the main criterion. The authors should ensure that the manuscript has no lingual problems. Otherwise, it is rejected in the pre-assessment. A proofreading is strongly advised;
3. Manuscripts should be prepared in Microsoft Word (using JIP templates) and submitted through the JIP website. JIP accepts only electronic (online) submissions. Therefore, authors must log in before submit their article. Please click hereto log in;
4. Submissions must be in English based on the style outlined by American Psychological Association (6th edition). Documents that are not in compliance with the journal's submission criteria will be returned to the sender for corrections;
5. Jurnal Ilmiah Peuradeun is a peer reviewed scientific open access journal - not a commercial journal. But the renewal process, capacity expansion, technical improvements and daily maintenance of the journal necessitate funding;
6. All articles submitted to JIP will be peer-reviewed. JIP adheres to a double-blind peer-review process according to the international standards. Both the reviewer and the author are anonymous. Author anonymity prevents any reviewer bias, for example based on an author's country of origin or previous controversial work. (Read Review

Process). Articles written by prestigious or renowned authors are considered on the basis of the content of their papers, rather than their reputation. Anonymous referees chosen by the editor-in-chief and should be free of charge i.e. voluntary referees.

Usually the final result of the paper review is sent to the authors within 4-5 weeks working days. If revision is necessary, the author is asked to re-submit the revised manuscript incorporating the suggestions and recommendations of the peer-reviewer. To facilitate rapid publication, authors are given a maximum of six weeks for revision from the date of notice and our system will send reminders every two weeks to the author. After six weeks, revised manuscripts will normally be considered new submissions.

The author of an accepted manuscript will be notified and will receive page proofs (PDF) for proof reading prior to the publication. Responsibility for accuracy in the final copy lies with the author. All submissions are subject to final approval and acceptance for publication by the Editor-in-Chief.

EDITORIAL WORKFLOW

The entire editorial workflow is performed using the **Open Journal System (OJS)**. The editorial workflow gives the Editors the authority to reject any manuscript because of inappropriateness of its subject, lack of quality, or incorrectness of its results. The Editor cannot assign himself/ herself as an external reviewer of the manuscript. This is to ensure a high-quality, fair, and unbiased peer-review process of every manuscript submitted to the journal, since any manuscript must be recommended by two or more external reviewers along with the

Editor in charge of the manuscript in order for it to be accepted for publication in the journal. The following is the Editorial Workflow that every manuscript submitted to the journal undergoes during the course of the peer-review process.

1. Jurnal Ilmiah Peuradeun (JIP) relies on the peer review process to uphold the quality and validity of articles that publish. All articles submitted to JIP will be peer-reviewed. **JIP adheres to a Double-Blind Peer-Review** process that is rapid and fair, and also ensures a high quality of articles published. This statement is based on [COPE](#) (Committee on Publication Ethics) Code of Conduct and Best Practice Ethical Guidelines for Peer Reviewers.
2. One editor will usually take each article through from start to finish. The editor determines whether the manuscript fits the journal's focus and scope. Next a check for the similarity rate is done using CrossCheck, powered by iThenticate. Any manuscripts out of the journal's scope or containing plagiarism, including self-plagiarism, are rejected.
3. The editors read all of newly submitted articles within 3-5 days. The papers may be returned to authors by the Editors prior to review, if judged to be out of scope, out of the limits of the word length guidance or not sufficiently prepared for publication.
4. If your article is potentially suitable for JIP, that editor will send your article to peer reviewers. The journal uses double-blind system for peer-review; both reviewers and authors' identities remain anonymous. The paper will be peer-

reviewed by three experts; two reviewers from outside and one editor from the journal typically involve in reviewing a submission. The reviewers will then submit their reports on the manuscripts along with their recommendation of one of the following actions to the Editor:

1. *Accept Submission;*
 2. *Revisions Required;*
 3. *Resubmit for Review;*
 4. *Resubmit Elsewhere;*
 5. *Decline Submission;*
 6. *See comments.*
5. Usually the final result of the paper review is sent to the authors within 4-5 weeks working days. If revision is necessary, the author is asked to re-submit the revised manuscript incorporating the suggestions and recommendations of the peer-reviewer.
 6. To facilitate rapid publication, authors are given a maximum of six weeks for revision from the date of notice and our system will send reminders every two weeks to the author. After six weeks, revised manuscripts will normally be considered new submissions.
 7. Manuscripts that have been received for publication will be sent to copyediting. Copyediting processes the editing of articles submitted to improve grammar and clarity of writing, works with Author to ensure everything is in place and ensures compliance in journal bibliography and textual styles, and produces edited copies for Layout Editor to be converted to "galley" which will appears in journal publication format.

8. Manuscripts that have been received for publication will be sent to copyediting. Copyediting does the editing process of articles submitted to improve grammar and clarity of writing, works with Author to ensure everything is in place and ensures compliance in journal bibliography and textual style, and produces edited copies to be sent to the Layout Editor. Layout Editors performs a layout process to be converted into a "galley" file in PDF, HTML format which will appear in the journal publication format.
9. Before being sent to the publication section, the manuscript will be sent to the proofreading to be read, corrected, and studied writing errors including the writing format in the article script that was done with the author. Typographic and format errors will be corrected by the layout editor. Finally, the text will be sent to the Publication Editor to determine the publication schedule, update the page on the website, and update the metadata from the final text.

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PEER REVIEW

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What does the peer reviewer do?

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