

Guidelines for Authors Submitting Papers to
Journal of Research into IB Education
(Official Journal of Japan Association for Research into IB Education)

Editorial Committee of Japan Association for Research into IB Education
(December 28th, 2016)

Editorial Committee of Japan Association for Research into IB Education asks for submissions of Research Papers, Case Study papers and Research Notes for publication of the No. 1, *Journal of Research into IB Education*.

1. Posted Deadline and Scheduled to be Published

Posted date: March 31st, 2017 (No later than)

Scheduled to be Published: September, 2017

2. Qualification for Submission

Only members of the Japan Association for Research into IB Education have qualification for submission. All of the authors of submitted papers have to be regular members who pay the prescribed fee or be persons who have applied for admission to this association by the deadline of the paper.

3. Theme of the Paper

Theme of the paper should be consistent with the intent of the activities of Japan Association for Research into IB Education. Paper shall be unpublished. Paper must be written in Japanese or English.

4. Division of Papers

1) Research Paper

Factual, practical and theoretical research into IB Education or similar education that demonstrates novelty or originality of the methods or the results. The contents make a contribution to the development of research into IB, clearly and in orderly sequence.

2) Case Study Paper

Research into IB Education or similar education that presents new perspectives or specific recommendations beneficial for the improvement of IB education through case analysis and the impact testing of practice.

3) Research Notes

Fragmentary research or study outcome about IB education or similar education that present developmental consideration about new perspectives, exploratory research issues, rare cases or new research methods.

5. Style of the Paper

1) Paper shall be submitted with horizontal writing, by word processor and written in 10 point characters including figures, tables, footnotes and reference, and on A4-size paper. (See the Template of Papers).

2) English must be double column.

3) Amount of writing shall be within 8 pages in the case of the research paper and case study paper (under 9,000 words). Research notes shall be within 6 pages (under 7,000 words).

4) Paper in English shall be based on American Psychological Association's Manual of Style, 5th Edition.

- 5) In the case of multiple authors, put the writing representative first.
- 6) Five keywords in square brackets should be placed at the beginning of the paper.
- 7) Headings and subheadings in the paper should be used as appropriate. In the case of sub-headings, use a space of one line before such.
- 8) For the sake of fairness of screening, avoid the use of author name references such as “my book” or acknowledgement to research grant, co-researcher and research collaborators.
- 9) In the case of Roman and Arabic numerals, the single-byte characters shall be used.
- 10) Lay out figures, tables, shall be put in the appropriate place in the text.

6. Submitting Paper

Please send the paper to the designated e-mail address accompanied by the following items within a specified period of time. The paper will not be accepted if there is a deficiency therein.

- 1) Paper in both WORD and PDF that is paginated (accompanied by a cover that shows the division, title, author name, affiliation, contact [including postal code], telephone number, e-mail address)
- 2) Attach the abstract in both WORD and PDF. In the case of Japanese paper, the abstract is about 400 words in English, and in the case of English paper, it is about 900 characters in Japanese (within one A4 page both English and Japanese.).
- 3) Figures and tables used in the paper
- 4) Replacement of the manuscript is not accepted after submission. The manuscript will not be returned.
- 5) If another paper includes overlapping content and has already been published, attach a copy of the paper.
- 6) If another paper includes overlapping content already published, attach a document that explains common and different points (A4-size one page).

7. Submission Deadline

The paper must be sent before March 31st, 2017 (due NLT) to the email address (jib.kiyou@gmail.com) that is an address of Japan Association for Research into IB Education Secretariat. After screening by the Editorial Committee, adoption or emendation, re-examination and not-adoption is determined and posters are notified. In the case of re-examination, a poster could revise the paper within a designated time period.

Author’s copyright of the papers that have been published in this journal belong to this Association. In addition, in the case that the author use the self-work, permission by this association is not required.

8. Contact

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