Instructions for Authors

General information

To submit a manuscript to the Journal of Ocean Engineering and Technology (JOET), it is advised to first carefully read the aims and the scope section of this journal, as it provides information on the editorial policy and the category of papers it accepts. Unlike many regular journals, JOET usually has no lag in acceptance of a manuscript and its publication. Authors that find a match with the aims and the scope of JOET are encouraged to submit as we publish works from all over the world. JOET adheres completely to guidelines and best practices published by professional organizations, including Principles of Transparency and Best Practice in Scholarly Publishing (joint statement by COPE, DOAJ, WAME, and OASPA (http://doaj.org/bestpractice) if otherwise not described below. As such, JOET would like to keep the principles and policies of those professional organizations during editing and the publication process.

Research and publication ethics

Details on publication ethics are found in http://joet.org/authors/ethics.php. For the policies on research and publication ethics not stated in the Instructions, Guidelines on Good Publication (http://publicationethics.org/) can be applied.

Publication type

Article types include scholarly monographs (original research articles), technical articles (technical reports and data), and review articles. The paper should have not been submitted to other academic journal. When part or whole of a manuscript was already published to conference papers, research reports, and dissertations, then the corresponding author should note it clearly in the manuscript.

Copyright

After published to JOET, the copyright of manuscripts should belong to KSOE. A transfer of copyright (publishing agreement) form can be found in submission website (http://www.joet.org).

Manuscript submission

Manuscript should be submitted through the on-line submission website (http://www.joet.org). The date that manuscript was received through on-line website is the official date of receipt. Other correspondences can be sent by an email to the Editor in Chief or secretariat. The manuscript must be accompanied by a signed statement that it has been neither published nor currently submitted for publication elsewhere. The manuscript should be written in English or Korean. Ensure that online submission are in a standard word processing format. Corresponding author must write the manuscript using the JOET template provided in Hangul or MS Word format. Ensure that graphics are high-resolution. Be sure all necessary files have been uploaded/ attached.

Authors' checklist

Please refer to “Authors' Checklist” for details.

Article structure

Manuscript must be edited in the following order: (1) Title, (2) Authors' names and affiliations, (3) Keywords, (4) Abstract, (5) Nomenclature (optional), (6) Introduction, (7) Main body (analyses, tests, results, and discussions), (8) Conclusions, (9) Conflict of interest, (10) Funding (optional), (11) Acknowledgements (optional), (12) References, (13) Appendices (optional), (14) Author’s ORCIDs.

Abstract

A concise and factual abstract is required. The abstract should state briefly the background, purpose and methods of the research, the principal results and conclusions. An abstract should be written in 150-200 words. References are not cited in abstract whenever possible. Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself.

Keywords

Immediately after the abstract, provide a maximum of 5 or 6 keywords.

Unit

Use the international system units(SI). If other units are mentioned, please give their equivalent in SI.

Equations

All mathematical equations should be clearly printed/typed using well accepted explanation. Superscripts and subscripts should be typed clearly above or below the base line. Equation numbers should be given in Arabic numerals enclosed in parentheses on the right-hand margin.

Tables

Tables should be numbered consecutively with Arabic numerals. Each table should be fully titled. All tables should be referred to in the texts.

Figures

Figures should be numbered consecutively with Arabic numerals. Each figure should be fully titled. All figures should be referred to in the texts. All the illustrations should be of high quality meeting with the publishing requirement with legible symbols and legends.

Conflict of interest

It should be disclosed here according to the statement in the Research and publication ethics regardless of existence of conflict of interest. If the authors have nothing to disclose, please state: “No potential conflict of interest relevant to this article was reported.”

Funding

Funding to the research should be provided here. Providing a FundRef ID is recommended including the name of the funding agency, country

and if available, the number of the grant provided by the funding agency. If the funding agency does not have a FundRef ID, please ask that agency to contact the FundRef registry (e-mail: fundref.registry@crossref.org). Additional detailed policy of FundRef description is available from http://www.crossref.org/fundref/. Example of a funding description is as follows:

The study is supported by the Inha University research fund (FundRef ID: 10.13039/501100002632), and the Korea Health Personnel Licensing Examination Institute research fund (FundRef ID: 10.13039/501100003647).

Acknowledgments

Any persons that contributed to the study or the manuscript, but not meeting the requirements of an authorship could be placed here. For mentioning any persons or any organizations in this section, there should be a written permission from them.

References in text

References in texts follow the APA style. Authors can also see how references appear in manuscript text through the 'Template'.

Reference list

Reference list follows the APA style. Authors can see how references should be given in reference section through the 'Template'.

Appendices

The appendix is an optional section that can contain details and data supplemental to the main text. If there is more than an appendix, they should be identified as A, B, C, etc. Formulae and equations in appendices should be given separate numbering: Eq. (A1), Eq. (A2), etc.; in a subsequent appendix, Eq. (B1) and so on. Similarly for tables and figures: Table A1; Fig. A1, etc.

ORCID (Open Researcher and Contributor ID)

All authors are recommended to provide an ORCID. To obtain an ORCID, authors should register in the ORCID web site: http://orcid.org. Registration is free to every researcher in the world. Example of ORCID description is as follows:

Joonmo Choung: https://orcid.org/0000-0003-1407-9031

Peer review and publication process

The peer review process can be broadly summarized into three groups: author process, review process, and publishing process for accepted submissions. General scheme is presented in Figure 1.

Check-in process for review

If the manuscript does not fit the aims and scope of the Journal or does not adhere to the Instructions to Authors, it may be rejected immediately after receipt and without a review. Before reviewing, all submitted manuscripts are inspected by Similarity Check powered by iThenticate (https://www.crossref.org/services/similarity-check/), a plagiarism-screening tool. If a too high degree of similarity score is found, the Editorial Board will do a more profound content screening. The criterion for similarity rate for further screening is usually 15%; however, rather than the similarity rate, the Editorial Board focuses on cases where specific sentences or phrases are similar. The settings for Similarity Check screening are as follows: It excludes quotes, bibliography, small matches of 6 words, small sources of 1%, and the Methods section.

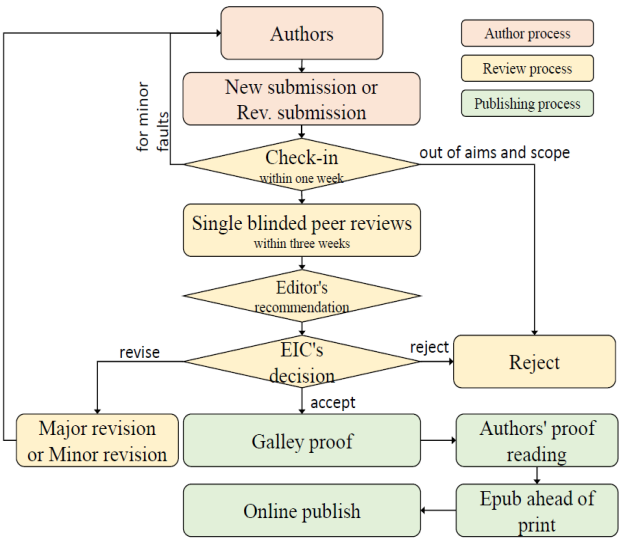

Figure 1 Flow chart of the peer review and publication process of JOET

Number of reviewers

Reviewers will be selected from the list of reviewers. Manuscripts are then peer reviewed by at least 2 experts in the corresponding field, usually by 2.

Peer review process and the author response to the reviewer comments

JOET adopts single blind review, which means that the authors do not know the identity of the reviews. All papers, including those invited by the Editor, are subject to peer review.

The review period is 4 weeks. Usually the first decision is made within a week after completion of the review. The Editorial Board's decision after the review will be one of followings: Accept, Minor revision, Major revision, or Rejection. The Editorial Board may request the authors to revise the manuscript according to the reviewers' comments. If there are any requests for revision of the manuscript by the reviewers, the authors should do their best to revise the manuscript. If the reviewer's opinion is not acceptable or is believed to misinterpret the data, the author should reasonably indicate that. After revising the manuscript, the author should upload the revised files with a separate response sheet to each item of the reviewer's commentary. The author's revisions should be completed within 3 months after the request. If it is not received by the due date, the Editorial Board will notify the author. To extend the revision period beyond 3 months, the author should negotiate that with the Editorial Board. The manuscript review process can be provided for up two rounds. If the authors wish further review, the Editorial Board may consider it. The Editorial Board will make a final decision on the approval of the submitted manuscript for publication and can request any further corrections, revisions, and deletions of the article text if necessary. Statistical editing is also performed if the data requires professional statistical review by a statistician.

Processing after acceptance

If the manuscript is finally accepted, the galley proof will be sent to the corresponding author after professional manuscript editing and English proofreading. Proofreading should be performed for any misspellings or errors by the authors. Proofreading manuscript for publication is provided to the corresponding author, and the corresponding author must review the proofreading manuscript.

Corresponding authors are responsible for the content of the proofreading manuscript and any errors. After final proofreading, the manuscript may appear at the journal homepage as an article in press with a unique DOI number for rapid communication. All published articles will be replaced by the replacement XML file and a final PDF.

Feedback after publication

If the authors or readers find any errors or content that should be revised, requests can be submitted to the Editorial Board. Corrections to the Funding section are not permitted after publication. The Editorial Board may consider publishing an erratum, a corrigendum, or a retraction. If there are any revisions to the article, there will be a CrossMark description to announce the final draft. If there is a reader's opinion on the published article in the form of a letter to the editor, it will be forwarded to the authors. The authors can reply to the reader's letter. The letter to the editor and the author's reply may also be published.

How the journal handle complaints and appeals

The policy of JOET is primarily aimed at protecting the authors, reviewers, editors, and the publisher of the journal. If not described below, the process of handling complaints and appeals follows the guidelines of the Committee of Publication Ethics available from: https://publicationethics.org/appeals

- *Who complains or makes an appeal?*

Submitters, authors, reviewers, and readers may register complaints and appeals in a variety of cases as follows: falsification, fabrication, plagiarism, duplicate publication, authorship dispute, conflict of interest, ethical treatment of animals, informed consent, bias or unfair/inappropriate competitive acts, copyright, stolen data, defamation, and legal problem. If any individuals or institutions want to inform the cases, they can send a letter via the contact page on our website: https://www.joet.org/about/contact.php. For the complaints or appeals, concrete data with answers to all factual questions (who, when, where, what, how, why) should be provided.

- *Who is responsible to resolve and handle complaints and appeals?*

The Editorial Board or Editorial Office is responsible for them. A legal consultant or ethics editor may be able to help with the decision making.

- *What may be the consequence of remedy?*

It depends on the type or degree of misconduct. The consequence of resolution will follow the guidelines of the Committee of Publication Ethics (COPE).

Article processing charge

Payment due

Article processing charge (APC) covers the range of publishing services JOET provides. This includes provision of online tools for editors and authors, article production and hosting, and customer services. Upon editorial acceptance of an article for the regular review service and upon submission of an article for the fast review service, the corresponding author will be notified that payment is due.

APC

The APC for up to 8 pages amounts to 400,000 KRW (or 400 USD) for the regular review service and 750,000 KRW (or 750 USD) for the fast review service, respectively. An extra APC of 100,000 KRW (or 100 USD) per page is charged for papers longer than 8 pages. If the first author or corresponding author who submits a paper or papers is a member of the Korean Society of Ocean Engineers (KSOE), the APC could be reduced by 100,000 KRW (or 100 USD). No taxes are included in this charge. For the fast review service, an advance fee of 250,000 KRW (or 250 USD) should be paid upon submission.

Payment methods

Credit card payment can be made online using a secure payment form as soon as the manuscript has been editorially accepted.

Invoice payment is due within 7 days of the manuscript receiving editorial acceptance. Receipts are available on request.