INSTRUCTIONS FOR AUTHORS

General Information

INTERNATIONAL JOURNAL OF EDUCATION RESEARCH for Higher Learning is a peer-reviewed inter-and multi-disciplinary journal. It is a bi-annual publication intended for the faculty and graduate student researches which tackles significant issues and contributes important findings in the disciplines of humanities and languages, natural and health sciences, mathematics and physical sciences, engineering and information technology, education and social sciences, and business.

Preparation and Submission

Manuscript/s to be submitted to the Editorial Board of the INTERNATIONAL JOURNAL OF EDUCATION RESEARCH for Higher Learning should be written in English or Filipino and must be in MS Word. Articles written in Filipino must be accompanied by an informative abstract and summary written in English.

Manuscripts should be written single-spaced in 12-point type, Times New Roman font, 1 inch margin on all sides. The paragraph indention is five spaces. Manuscripts should be submitted online as digital/soft copies and e-mailed to esagarino@uic.edu.ph.

Manuscripts in general should be organized according to the disciplinal requirements of the paper. However, the general required structure should follow the IMRAD structure. It is also suggested that the order of presentation outlined below be followed:

Title Page – The title should be worded briefly and printed as Title Case. The first letters of each word should be capitalized except for articles (e.g. a, an, the), coordinate conjunctions (e.g. and, or, not, but) or preposition (e.g. of, in, on, between, after, before). However, the first and last words of the title should be capitalized regardless of part of speech. In titles with marked break in the form of punctuation, capitalize the word that immediately follows the break, regardless of part of speech.

Name (s) of Authors – Authors should identify themselves only in the title page that should precede the article for ease in undertaking the review process and ensure anonymity. Write the complete name

with middle initials. Indicate whether the research is the portion of a thesis or dissertation and the sources of fund of the research.

For the running title, include a shortened version of the title of the article, not more than 40 letters in length, on the upper left-hand corner of each page.

Abstract – After the title page, print a 150 to 200-word informative digest of the background, objectives, methods used and significant findings of the article. The title preceding the abstract should also be printed in Title Case.

Keywords – The keywords for the study must at least indicate the discipline of the study, concepts studied, research design/method, and setting of the study. The keywords are printed in sentence case. There is no period at the end of the last word.

Abbreviations – For easy reference, an alphabetically arranged sequence of abbreviations and acronyms and their meanings are printed after the keywords. Avoid abbreviations in the title and abstract, although they may be used in graphs, tables, figures and legends. Acronyms are to be spelled out first and then enclosed in parenthesis at first mention. Avoid using acronyms and abbreviations as the first word of a sentence or a heading. Rewrite the sentence or spell out the term. Use abbreviations only for terms used at least three times.

Text – The body must have the following main sections and headings: Introduction, Methods, Results, and Discussion. Conclusion is optional, and must be under the Discussion section (last part) when included and must be sub-headed "Conclusion". Recommendations and Acknowledgment may be added at the end of the Discussion only when necessary. Results and Discussion may be combined as one section but should still clearly bear the elements of both. After the main body, these sections must follow: References (composed of sources from current content-covered or peer-reviewed journals within a 5-year time period) and Conflict of Interest Disclosure (if applicable).

Tables, graphs, photographs and illustrations should be submitted in separate files. Photographs, illustrations, and graphics should be of publishable quality (TIFF, or maximum quality in JPEG), and should be in 300 to 600 dpi with dimensions of at least 10 x 15 cm (4x6 in). Figures included in the article should be in black and white or grayscale only.

When placing legends on tables and graphs, they must be placed underneath using 10-point type, italicized and briefly stated.

The captions for images and other illustrations must be encoded 2 spaces below; 12-point type, bold, and observes brevity.

Statistics – All statistical procedures, including methods of analysis, should be identified. Number of replications and sub-samples, transformations, and statistical tests should be stated. Tables of analysis of variance are not normally reported. Present the results of analyses in the appropriate tables or figures.

Following the format and the order of presentation, the article should be no more than 5000 words or 20 pages, inclusive of photos, graphs, tables and illustrations.

Documentation

Citations: The INTERNATIONAL JOURNAL OF EDUCATION RESEARCH for Higher Learning is using an in-text citation using an APA Format citation style (author-year format). Cited works must appear on the list of works listed in the "References" section.

1. In the text, works are cited as follows: author's last name and year of publication, with a comma, in parentheses.
2. For cited works that include more than one work by an author (or same co-authors) that is published the same year, the suffix a, b, etc., is to follow the date in the with-in text citation and in the "references" section.
3. When the author's name is is mentioned in the text, it may be not repeated in the citation.
4. Citation to institutional works should use acronyms or short titles where practicable.
5. If the paper referrers to statutes, legal treatises, or court cases, citations acceptable in law reviews should be used.

Literature Cited

Reference quality and accuracy have been a known issue in journal publishing for many years. In an age of evolving publishing models, participants in the scholarly communications process are paying more attention than ever to measurable results. At the forefront of this emphasis on quantification are statistics that rely on accurate references and reference linking. Thus, every manuscript must include a "Literature Cited" section that contains only those

works cited within the text.

Every entry should contain all information necessary or unambiguous identification of published work. Writers then are strongly advised to use references which are traceable online, with Digital Object Identifier (DOI), indexed by international databases, written by authors or agencies and not links.

The URL must be written at the end of the bibliographic entry and provides the date of retrieval and the link. Sources must be at least three years old except sources of theories, historical documents or chronologic presentations of literature review. Writers must refrain from using unpublished thesis or dissertation because a research is never finished unless published.

Submission of the Manuscript

In the event of submitting a manuscript for publication, the author should take note of the following considerations:

1. Multiple publication of a manuscript is discouraged and unacceptable in this International Journal. The author who wishes to have his/her manuscript published in this journal should declare that such is not submitted somewhere else for publication.
2. For manuscript dealing with field surveys or experiments: if the additional documentation (e.g. questionnaire, case, interview schedule) is sent as a separate file, then all information that might identify the author(s) must be deleted from the instruments.
3. The manuscript should be submitted via email as Microsoft Word of PDF file to the Managing Editor at email address: esagarino@uic.edu.ph. The author(s) should need to submit the following separately:
    a. The manuscript's title page which contains information to identify the author (not forwarded to the reviewers),
    b. The manuscript with the title page and all other indentifying information removed,
    c. Any necessary supplement files such as experiment instruction, and
    d. A copy of research questionnaire or tools for referral by the editors and reviewers.
4. Revisions must be submitted within the date provided by the managing editor.