

# General Information for Authors

## Requirement for Membership

One of the authors who submits a paper or papers should be member of KSOE, except a case that editorial board provides special admission of submission.

## Publication type

Manuscript is made up of scholarly monographs, technical reports and data. The paper should have not been submitted to other academic journal. Conference papers, research reports, dissertations and review articles can be submitted to JOET. When part or whole of a paper was already published to conference papers, research reports, dissertations, and review articles, then corresponding author should note it clearly in the manuscript. After published to JOET, the copyright of manuscript belongs to KSOE. (example) It is noted that this paper is revised edition based on proceedings of KAOST 2010 in Jeju.

## Manuscript submission

Manuscript should be submitted through the on-line manuscript website (<http://www.joet.org>). The date that corresponding author submits a paper through on-line website is official date of submission. Other correspondences can be sent by an email to the Editor in Chief, Prof. Yun-Hae Kim, Division of Mechanical & Materials Engineering, Korea Maritime University, 1 Dongsam-dong, Youngdo-ku, Busan 49112, Korea (Tel: +82 51 410 4355, Fax: +82 51 410 4350, e-mail: [yunheak@kmou.ac.kr](mailto:yunheak@kmou.ac.kr)). 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 and a minimum standard of the proficiency in the English or Korean language should be met before submission to the editorial office.

Ensure that online submission or submission by e-mail text files are in a standard word processing format (Hangul or MS Word are preferred). Ensure that graphics are high-resolution. Be sure all necessary files have been uploaded/attached.

## Submission checklist

See 'Authors' checklist' for details.

## Research and Publication Ethics

### *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 on 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 have any unusual hazards inherent in their use, the author must clearly identify these in the manuscript. If the work involves the use of animal or human subjects, the author should ensure that the manuscript contains a statement that all procedures were performed in compliance with relevant laws and institutional guidelines and that the appropriate institutional committee(s) has approved them. Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

### *Fundamental errors in published works*

When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper. If the editor or the publisher learns from a third party that a published work contains a significant error, it is the obligation of the author to promptly retract or correct the paper or provide evidence to the editor of the correctness of the original paper.

## Article structure

Manuscript must consist of as follow : (1)Title, (2)Author's name, (3)Key word, (4)Abstract, (5)Nomenclature description, (6)Introduction, (7)Body (analysis, test, results and discussion, (8)Conclusion, (9)Acknowledgements, (10)Reference, (11)Appendix, etc.

### *Abstract*

A concise and factual abstract is required. The abstract should state briefly the purpose of the research, the principal results and major conclusions. An abstract should be written in around 300 words and is often presented separately from the article, so it must be able to stand alone. For this reason, References should be avoided, but if essential, then cite the author(s) and year(s). 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. They should be cited in the text as, for example, Eq. (1), or Eqs. (1)-(3).

### *Tables*

Tables should be numbered consecutively with Arabic numerals. Each

table should be typed on a separate sheet of paper and be fully titled. All tables should be referred to in the text.

### **Figures**

All the illustrations should be of high quality meeting with the publishing requirement with legible symbols and legends. In preparing the illustrations, authors should consider a size reduction during the printing process to have acceptable line clarity and character sizes. All figures should have captions which should be supplied on a separate sheet. They should be referred to in the text as, for example, Fig. 1, or Figs. 1-3.

### **Reference**

All references should be listed at the end of the manuscripts, arranged in order. The exemplary form of listed references is as follows :

- 1) Single author : (Kim, 1998)
- 2 )Two authors: (Kim and Lee, 2000)
- 3) Three or more authors: (Kim et al., 1997)
- 4) Two or more paper: (Lee, 1995; Ryu et al., 1998)

References, including those pending publications in well-known journals or pertaining to private communications, not readily available to referees and readers will not be acceptable if the understanding of any part of any part of the submitted paper is dependent upon them. Single or two authors can be referred in the text; three or more authors should be shortened to the last name of the first author, like smith et al.

Examples:

#### **Reference to a journal publication:**

Cho, I.H. and Kim, M.H., 1998. Interactions of a Horizontal Flexible Membrane with Oblique Waves. *Journal of Fluid Mechanics*, 356(4), 139-161.

Van der Geer, J., Hanraads, J.A.J., and Lupton, R.A., 2010. The Art of Writing a Scientific Article. *Journal of Science Communication*. 163, 51-59.

#### **Reference to a book:**

Strunk, W. and White, E.B., 2000. *The Elements of Style*, 4<sup>th</sup> Edition, Longman, New York.

Schlichting, H., 1968. *Boundary Layer Theory*. 6th Edition, McGraw-Hill, New York.

#### **Reference to a proceeding:**

Aoki, S., Liu, H. and Sawaragi, T., 1994. Wave Transformation and Wave Forces on Submerged Vertical Membrane. *Proceedings of International Symposium Waves - Physical and Numerical Modeling*, Vancouver Canada, 1287-1296.

#### **Reference to a website:**

International Association of Classification Societies (IACS), 2010a. Common Structural Rules for Bulk Carriers. [Online] (Updated July 2010) Available at: <http://www.iacs-data.org.uk/> [Accessed August 2010].

### **Journal abbreviations**

Journal names should not be abbreviated.

### **Revised manuscripts**

Manuscripts reviewed that require revision should be revised and uploaded with a response to the reviewer's comment at JOET editorial manger within two months. Otherwise, the manuscript will be considered as a new manuscript when and if it is resubmitted.

### **Proofs and reprints**

Galley proofs will be provided as a PDF file to the author with reprint order and copyright transfer form. The author should return the corrected galley proofs within a week with the signed reprint order and copyright transfer form. Attention of the authors is directed to the instructions which accompany the proof, especially the requirement that all corrections, revisions, and additions be entered on the proofs and not on the manuscripts. Proofs should be carefully checked and returned to the JOET editorial office by e-mail if the changes are minimal. If the changes are extensive, proofs should be returned by fax only. Substantial changes in an article at this stage may be made at the author's expense. The reprint request form must be returned with the proof. Reprints should be made at the author's expense.

### **Peer review**

Every manuscript received is circulated to three peer reviewers. The author's name and affiliation is disclosed during review process to reviewers. The review process can be repeated till three times if the request of revision is suggested by reviewers. If the re-review is repeated more than three times, it may not be considered for publication. If two reviewers do not agree to accept the journal, it may not be also considered for publication. Usually the first review process ends within one month. Statistical Review: If there are any complicated statistical analyses in the manuscript, it may be reviewed by statistical editor.

Manuscript Editing: The finally accepted manuscript will be reviewed by manuscript editor for the consistency of the format and the completeness of references. The manuscript may be revised according to the opinion of the manuscript editor.

### **Page charge**

The charge per a paper for the publication is 150,000KRW (Express review service : 300,000KRW) up to 6 pages. Extra rate, 30,000KRW per page, will be charged for more than 6 pages. Page charge include forty copies of offprints. Offprints in color pages or extra copies of offprints will require actual expenses. The charge per a paper for the paper review is 40,000KRW. Rate for the express review service is 240,000KRW.

### **Editing checklist**

See 'Authors' checklist' for details.

### **Transfer of copyright**

Transfer of copyright can be found in submission homepage (<http://www.joet.org>).