Educational Technology & Society

Authors Guidelines

- **ETS Submission Manuscript Template**
- *ET&S* publishes articles that report on original research that bridges the pedagogy and practice in advanced technology for evidence-based and meaningfully educational application.
- Articles are with less than **8,000** words, inclusive of a 250-word abstract, 4 to 5 keywords, figure captions, tables (in table format, not as images), excluding References and Appendices. Placeholder, Endnotes and footnotes are not accepted.
- The article should be original, unpublished, and should not be in consideration for publication elsewhere at the time of submission to *ET&S* and during the review process.
- Please make sure that you use the *ET&S* template available **here** for preparing your manuscript. Please remove the names and affiliations portion for the review process and only add them back into the manuscript after your manuscript is accepted for publication.
- The submitted manuscript should include sufficient references related to studies involving educational technology, such as *ET&S*.
- Authors are responsible for making sure that the manuscript does not have any language-related problems. The editors strongly recommend the authors have their manuscripts proofread by someone familiar with English academic prose and APA guidelines. Both American and British English spelling conventions are acceptable so long as the usage is consistent.
- Authors are responsible for the accuracy of all references and citations, especially the URLs cited within articles or in the references section. Please ensure the references and citations comply to APA format 7th edition.
- Color figures will appear on the website, but for printed copies of the journal it will be in black and white.

Submission Process
- All regular submissions must be uploaded through our online management system. As for Special Issue submission, please refer to the Call for Paper for the respective special issues for the submission methods. Do note that all manuscripts must comply with requirements stated in the Authors Guidelines, including manuscripts for Special Issue.
- The author will be asked to first register and log in to use the *ET&S* online system. Please contact the Managing Editor (ets.submit@gmail.com) if any problems are encountered.
- All submissions should be in electronic form. Authors will receive an email acknowledgement of their submission.
- All submissions should be in Microsoft Word, and not in any other word-processing or desktop-publishing formats.
- Initial submissions should be appropriately **anonymized**. Please ensure that all references to the authors' publications have been replaced by Author (year) in the body of the text and that the complete entry is removed from the references section. Any other features that could identify the authors (e.g., the names of institutions and the sponsor information) should be removed.
- Please provide the following details with each submission in a separate file titled **"Title Page:"**

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o Name of the corresponding author

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- **All Tables and Figures should be included** in the text at appropriate places in the text with the **Appendix placed at the end of the manuscript**.
- All submissions should conform to the requirements of the *Publication Manual of the American Psychological Association* (7th edition). If the format is unsatisfactory, the submission will be directly sent back to the authors before the review process.
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Submission Checklist
- Is the topic within the scope of advanced technology for evidence-based and meaningfully educational application?
- Title page (a separate file)
- Body of Manuscript:

o Using the *ET&S* template

o Anonymous

o Length (8000-word limit)

o Abstract (250-word limit)

o 4-5 Keywords

o Figures (high quality, JPEG(JPG)and PNG)

o Well Proofread/edited (English academic prose and the APA format)

o Sufficient up-to-date literature/references

o References:

§ Accurate referred literature

§ Correct APA format

§ Appropriate URL link(s) or DOI

Review Process

All submissions go through a two-step review process:
- Internal Review: The editors first review each manuscript to see if it meets the aims and scope of *ET&S* and that it is of sufficient quality to merit external review, in terms of:
  - **Relevance:** a clear of the bridging/relationship between the advanced technology and evidence-based and meaningfully educational application
  - **Originality:** something new to the field or some new methods to solve existing problems with elaboration on how technology can be used to overcome the existing problems in the frontline of local education with findings that can be applied to the global spectrum. However, papers with only descriptions of the results obtained from one hit-and-run and short-term study or those with the results obtained from self-report surveys without systematic or empirical data or any analysis on learning outcomes or processes are not favorable. Furthermore, all new submissions are screened for plagiarism. The journal will conduct a plagiarism check using iThenticate or Turnitin and will ensure that the index is less than 30% with each individual reference contributing less than 5% to the index. These indices are determined from the report generated by the plagiarism system. If the requirement is not complied, the manuscript will be returned to the authors informing them of the indices found in the report.
  - **Bibliography:** a solid review of up-to-date literature relevant to eLearning
  - **Method:** reasonable research design and rigorous data collection and analysis
  - **Language:** clear and precise academic writing
  - **Consistency:** consistency throughout the paper from the title to the conclusion
  - **Form:** following the APA format and well structure and style appropriate to an academic international publication

If any of the above items is not complied, the manuscript will be returned to the authors.
- External Review: Submissions that meet the aims and scope of *ET&S* are then sent out for double-blind peer review by at least two international reviewers with expertise in the field. The external review takes approximately 2-3 months. Following the external review, the authors will be sent copies of the external reviewers' comments and will be notified about the decision (accept as is, minor revision, major revision, or reject)

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