

## Announcement for “NUE Journal of International Educational Cooperation, Vol. 16”

International Cooperation Center for the Teacher Education and Training,  
Naruto University of Education

International Cooperation Center for the Teacher Education and Training (INCET) starts accepting the submission of “NUE Journal of International Educational Cooperation, Vol. 16” for FY2022 as following:

### 1. Who Can Submit:

<Research Article: **With Peer Review**>

- (1) Faculty of NUE (including visiting scholar, teachers of attached schools/kindergarten)
- (2) INCET joint research fellow
- (3) Author(s) with a registered INCET joint research fellow as a co-author.
- (4) Persons who are requested/granted to submit a manuscript by INCET faculty.

<Study Note & Activity Report: **Without Peer Review, but format will be checked.**>

- (1) Faculty of NUE (including visiting scholar, teachers of attached schools/kindergarten)
- (2) INCET joint research fellow
- (3) Author(s) with a registered INCET joint research fellow as a co-author.
- (4) Graduate Student of NUE
- (5) Graduated Master Student of NUE
- (6) Persons who are requested/granted to submit a manuscript by INCET faculty.

<Book Review: **Without Peer Review**>

- (1) Faculty of NUE (including visiting scholar, teachers of attached schools/kindergarten)
- (2) INCET joint research fellow
- (3) Persons who are requested/granted to submit a manuscript by INCET faculty.

### 2. How to Submit Your Application

For faculty member, research fellow and who requested by INCET faculty, please submit “INCET 2022 Submission Form” to the Naruto University of Education International Cooperation Center for the Teacher Education and Training (incet [at] naruto-u.ac.jp).

**For graduate student and graduated Master student, please submit your “Submission Form” through your thesis advisor or a faculty member of NUE.** A form sent directly to INCET will be returned for proper submission through your advisor. As for the faculty member who submit student’s and/or graduated student’s submission form, please make sure to check and correct the content and format of their manuscript. **The faculty member hold responsibility along with the author of the manuscript for any trouble that might occur with published manuscript.**

Deadlines for submission of your application(s) are:

<Research Article>: **June 30, 2022**

<Study Note, Activity Report & Book Report>: **September 30, 2022**

**The above deadline is a HARD DEADLINE!! Any late submission form will not be accepted. The title or authors does not need to be finalized. It can be changed at the time of manuscript submission.**

You can download the submission form from INCET webpage.

(<http://www.naruto-u.ac.jp/incet/archive/publish/>)

### **3. How to Prepare Your Manuscript:**

Please refer to the INCET webpage (<http://www.naruto-u.ac.jp/incet/english/archive/publish/>) for the Guide for Authors.

To avoid any unexpected change and/or misconversion, please prepare your manuscript with Microsoft Word (.docx). If you use any other word processing software, some error might happen in process of converting to .docx document. Also, since the Journal format is applied in the process of publishing the Journal, you do not need to set any format by yourself (e.g., number of lines per page, two-column settings, etc. will be set by publisher).

Figures and Tables must be numbered sequentially from the beginning of your manuscript (i.e., Figure 1, Figure 2, ...). Please DO NOT use numbering system such as “Figure 2.1”. Please refer to the last year’s papers published on the University Library Repository for some examples.

The page limit “within 10 journal pages when published” indicated in the Guide for Author is different from the page number appears when preparing your manuscript in Microsoft Word. Average numbers of words and figures/tables from the past published papers for 10-page articles are approximately 4000 words with 12.5 figures/tables. Please keep in mind these numbers when preparing your manuscript(s). If your word count exceeds significantly as indicated above, the author might be asked to shorten the manuscript by the Editorial Committee.

#### **4. Submission Deadline for Manuscripts:**

Deadlines for submitting your manuscript are as follows:

**<Research Article>: August 31, 2022.**

Research article will be peer reviewed by two faculty member(s) and/or outside specialist(s) appointed by the Chief Editor.

**<Study Note, Activity Report & Book Review>: October 31, 2022.**

**The above deadline is a HARD DEADLINE!! Any late submission form will not be accepted.**

**Also, you must have submitted the “INCET 2022 Submission Form”. If there was no submission form, your manuscript will not be accepted. (Please re-submit next year AFTER you submit the “Submission Form”.**

#### **5. Where to Submit:**

Please submit your manuscript to the Naruto University of Education International Cooperation Center for the Teacher Education and Training (incet [at] naruto-u.ac.jp) as an attachment to e-mail. However, if the total size of files (e.g., with color pictures) exceeds 20 MB, please save your manuscript on some storage device (e.g., CD, DVD, USB) and mail it (turn in by hand) to INCET with attention to “Editorial Committee of NUE Journal of International Educational Cooperation” (748 Nakajima, Takashima, Naruto-cho, Naruto, Tokushima Prefecture, JAPAN, 772-8502)

**Graduate student and graduated Master student MUST receive content check and format check by your thesis advisor or a faculty member of NUE. If your thesis advisor had already retired (and hence no longer at NUE), please ask another faculty member of NUE to check your content and format as well as submit your manuscript through the same faculty member.**

End of Announcement