

## 【SUBMISSION POLICIES AND GUIDELINES for ISTD JOURNAL】

### Article 1. Aim

The aim of the Journal is to publish the findings of research and practical reports in argumentation and debate education by members of the ISTD and by researchers and educators who are involved in related fields.

### Article 2. Title

The Journal is titled *The Journal of the International Society for Teaching Debate*, with its Japanese title, デイベート教育国際研究会論集 [Dibeeto Kyooiku Kokusai Kenkyuukai Ronshuu].

### Article 3. Scope

The Journal accepts manuscripts on topics, including but not limited to, theory, argumentation practices, teaching methods, and teaching materials, which will help improve teaching and learning argumentation and debate.

### Article 4. Submission Categories

The Journal accepts manuscripts in three categories: “Research Articles”, “Research Reports” and “Conference Papers”.

- A) “Research Articles” include articles on theoretical and/or empirical research on argumentation and debate education. Manuscripts will be peer-reviewed for their originality and significance.
- B) “Research Reports” include, but not limited to, articles on interim reports on research, research ideas, case studies, reports on practice, future plans on research, etc. Manuscripts will NOT be peer-reviewed.
- C) “Conference Papers” include articles written based on presentations in the International Conference on Debate and Argumentation Education. Manuscripts will NOT be peer-reviewed.

### Article 5. Eligibility

Only members of ISTD are eligible for submission. Authors who are non-ISTD members will be asked to register as a member upon the submission of the manuscript. [Note: the current membership is free of charge.]

### Article 6. Paper Submission

Authors must submit their manuscripts in a Microsoft Word format (.doc or .docx filename extension) to our designated editor via email. Although the Journal accepts submissions in pdf format, it encourages submissions in a Microsoft Word format (.doc or .docx).

#### Article 7. Format Guidelines

- (1) ISTD accepts submissions in Japanese (16,000 words maximum) and English (6,000 words maximum) including footnotes, charts, and other references.
- (2) Manuscripts are required to follow the requirements below:
  - (a) Use 12-point, Times New Roman font.
  - (b) Use the double spaced format.
  - (c) Leave margins of 25 mm on all sides.
- (3) Title page (first page) should include followings:
  - (a) Title
  - (b) Submission category
  - (c) Author name
  - (d) Author affiliation
  - (e) Contact (address, phone number, and email)
  - (f) acknowledgement (optional)
- (4) Please write only the title (Japanese and English) and the abstract before the body of the paper on the second page, and do not include personally identifiable information throughout the manuscript. The length of the abstract shall be around 80 words.
- (5) Manuscript must comply with the latest edition of the APA (American Psychology Association). ISTD also offers the style templates upon request.

#### Article 8. Submission Deadline

ISTD announces the submission deadline online.

#### Article 9. Peer Review

- (1) This journal uses single/double blind review. The ISTD may obtain reviews from more than two reviewers if necessary.
- (2) The title of the paper (Japanese and English), authors' names, affiliation, and email address must not appear on the body pages of the paper. To facilitate the peer review process, authors need to avoid using language that reveals their identity, such as their name of the university.

#### Article 10. Notification of the Review Results

(1) The Editor-in-Chief or the Executive Office will notify the authors based on the reviewer's assessment of the manuscript submitted in the category of "Research Article". The possibilities are:

- (a) Accept without editorial revisions
- (b) Accept with editorial revisions
- (c) Revisions are necessary for a resubmission
- (d) Reject

In the case of (b), further revisions are required. The Editor-in-Chief may recommend the author(s) to publish the manuscript as a "Research Report" even if it was submitted in the "Research Article" category.

(2) The editorial board will deliberate the quality of manuscripts of "Research Reports" and "Conference Papers", and Editor-in-Chief will approve the publication.

#### Article 11. Copyright

ISTD holds the copyright of the articles published in the Journal. Author(s) must approve the digitization of the manuscripts by the Journal. If the author(s) wishes the published article to appear elsewhere, a written approval from the Editor-in-Chief is required.

#### Article 12. Changes and Amendments

Changes and amendments to these regulations can be made when the Editor-in-Chief submits a formal application to the Board of Directors for such changes after the approval of the Editorial Board. Final decisions will rest with the approval of the ISTD Board of Directors with over half of its members present in the decision.

#### Supplementary Provisions

Approved: 31st March, 2022. Effective 1st April, 2022.