

ETHICAL GUIDELINES FOR JOURNAL PUBLICATION

For the publication of an article in a peer-reviewed journal, it is crucial to agree upon standards of expected ethical behaviour for all publishing parties: Editors, Authors, and Peer reviewers.

Duties of editors

Publication decisions : The editor is responsible for deciding which of the articles submitted to the journal should be published, while respecting authors' personality, confidentiality, and independence.

Fairness : An editor should evaluate manuscripts solely based on quality and compliance to submission guidelines without regard to gender, age, institution, religious belief, and other prejudices or personal intimacy.

Objectivity : The editor must assign manuscripts to experts of knowledge and fair judgement in close relation to the subject area. Any person with personal intimacy or hostility to the authors must be excluded from the review process.

Confidentiality : The editor and any editorial member must not disclose any information about a submitted manuscript and author to anyone other than reviewers as appropriate until the publication decision is made.

Duties of peer reviewers

Responsibility : Peer review assists the editor in making editorial decisions and through the editorial communications with the author may also assist the author in improving the paper. Any selected referee who feels unqualified to review the research manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.

Objectivity : Reviews should be conducted objectively based on the reviewer's academic experience and expertise. Personal criticism of the author is inappropriate. Referees should express their views or recommendations for revision clearly with supporting arguments.

Confidentiality : Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except as authorized by the editor. The content reviewed must not be referred to before the publication process is completed unless the author authorized so.

Duties of Authors

Originality and plagiarism : The authors must write original works entirely, and if the work and/or words of others are used, they must be appropriately cited or quoted. Plagiarism in all, from claiming another's original ideas or methods or results as the author's own to copying or paraphrasing substantial parts of another's paper without attribution constitutes unethical publishing behavior and is unacceptable by any means. Claiming the author's own previous works without appropriate citation is also a type of plagiarism that must not be allowed.

Multiple, redundant or concurrent publication : An author must not publish manuscripts describing essentially the same research in more than one journal or primary publication. An author must not submit a previously published paper for consideration to another domestic or international journal. If authors intend to use previously published materials in the new publication, they should provide them for the editor and consult whether it is acceptable or not. If acceptable, the primary reference must be cited in the secondary publication.

Authorship of the paper : Authorship must be limited to those who have made a significant contribution to the work. All those who have made significant contributions must be listed as co-authors. The order of authorship should be determined based on the significance of the authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors.

Acknowledgement of sources : Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work. Information obtained privately, as in conversation, correspondence, or discussion with third parties, must not be used or reported without explicit, written permission from the source.

INFORMATION FOR AUTHORS

Aims and Scope

Journal of the Korean Society of Agricultural Engineers publishes peer-reviewed research articles in engineering to help better understand and thus solve problems in agriculture, environment, food and other biological systems. Journal of the Korean Society of Agricultural Engineers presents cutting-edge research on a broad range of topics including irrigation and drainage, soil and water conservation, rural planning and development, agricultural structure & environmental control, rural environment & natural resources management, and more. Thus the subject matter of the journal reflects interdisciplinary nature of research including agricultural, biological, civil, systems engineering, and soil & plant, agronomy, animal sciences in order to answer to engineering challenges dealing with agriculture, natural resources, and other biological systems. The journal also serves as an information network, providing names and addresses of the people and organizations conducting research in these and related areas of interest.

Submission of manuscripts

Requirements : For the manuscript submission, it is required that three quarters of authors including the first and corresponding authors must be active members of the KSAE. The manuscripts submitted must be prepared in compliance to the journal guidelines for publication and manuscript preparation.

Manuscripts submission : The authors can submit prepared manuscripts anytime of a year electronically. Manuscript must be submitted online via the electronic manuscript management system at the KSAE homepage, <http://www.ksae.re.kr>.

Review service fee : There are the review service fee of ₩60,000 per manuscript for inviting three reviewers. In case to pursue the express review process, the fee will be up to ₩180,000 per manuscript. Upon submission, the service fee must be remitted to either bank account of Nonghyoup 096-01-295826 or Korean Citi bank 102-50842-243 (Account holder : the Korean Society of Agricultural Engineers). There is also charge of ₩80,000 up to eight pages (page exceedance subject to additional charge) for paper printing upon acceptance for the publication. Please consult to the KSAE office for the detailed review process and publication charges.

Preparation of manuscripts

The manuscript can be written either in Korean or English using word-processing softwares. The text should be prepared in A4 paper in a single-column format using Sinmyeoungjo style of 10 point as the base font. The standard length of the manuscript is up to 8 pages and subject to additional charge for exceeding pages.

Article structure : 1) Manuscript in Korean - ① Title in Korean and English, ② Author name in Korean and English, ③ Abstract and Keywords in English, ④ Main text, ⑤ Acknowledgements (optional), ⑥ REFERENCES in English, ⑦ Terminology and Appendix as needed. 2) Manuscript in English - ① Title in English and Korean, ② Author name in English and Korean, ③ ABSTRACT and Keywords, ④ Main text, ⑤ Acknowledgements (optional), ⑥ REFERENCES, ⑦ Terminology and Appendix as needed.

ABSTRACT and Keywords : Abstract should consist of less than 200 words and not contain any figure, table, and equation. Keywords of maximum seven should be given immediately after the abstract section for the indexing purposes.

Units : All units in the manuscripts must be in System International (SI) unit.

Photos, Figures, and Tables : All the captions and contents of photos, figures, and tables should be written in English. They should be cited in the text as Photo 1, Fig. 1, and Table 1, Each of the Figures and Tables should be submitted as a separate file or page.

Equations : Simple formulae may be embedded into the text. However more complex equations should start on a separate line and all the variables should be presented in italics in principle. Number consecutively any equations separated from the text in parentheses and refer to explicitly in the text.

REFERENCES : Please ensure that every reference cited in the text is also present in the reference list (and vice versa). Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text. All citations in the text should refer to: 1) Single and two author: the author's name and the year of publication, eg, Robert and Smith (2012); 3. Three or more authors: first author's name followed by 'et al.' and the year of publication, eg. Kang et al. (2012). Groups of references should be listed first alphabetically, then chronologically. References list should be also prepared first alphabetically, then chronologically using the following style: Author names, the year of publication, title of references, name of book or journal in italics, volume number and issue number in parenthesis, inclusive page numbers. References written in Korean should be labeled by "(in Korean)" at the end of each reference list. The followings are the examples of reference style for paper, proceedings, book, academic thesis, etc.

Book	Heermann, D. F., 1980. Fluid dynamics of sprinkler irrigation systems, Ch. 14. In <i>Design and Operation of Farm Irrigation Symposium</i> , ed. M. E. Jensen, 583-618. St. Joseph, Mich.: ASAE.
Paper	Mutchler, C. K., L. L. McDowell, and J. D. Greer, 1985. Soil loss from cotton with conservation tillage. <i>Transactions of the ASAE</i> 28(1): 160-163.
Proceedings	Kincaid, D. C., and I. McCann, 1990, Low pressure center pivot irrigation and reservoir tillage. In <i>Proc. 3rd National Irrigation Symposium</i> , 54-60. Phoenix, Ariz. St. Joseph, Mich.: ASAE.
Academic thesis	Andresen, J. A., 1987. Corn yield prediction with a daily energy balance approach. Ph.D. diss., West Lafayette, Ind.: Purdue University.

Author submission checklist

The following list will be useful during the final checking of an article prior to submission to the journal. Ensure that the following items are ready:

- ☐ Author information (must include for the corresponding author)
 - E-mail address
 - Affiliation and full postal address
 - Telephone and fax numbers
- ☐ All necessary files have been uploaded, and contain:
 - File format : Hangul or MS words are preferred
 - Keywords
 - Graphics in high-resolution
 - All figure captions
 - All tables (including title, description, footnotes)
- ☐ Further considerations
 - Manuscript has been 'spell-checked' and 'grammar-checked'
 - References are in the correct format for this journal
 - All references mentioned in the Reference list are cited in the text, and vice versa
 - Color figures are clearly marked as being intended for color reproduction on the Web (free of charge) and in print, or to be reproduced in color on the Web (free of charge) and in black-and-white in print

Copyright Transfer

All authors are required to sign and submit the Copyright Transfer Agreement upon the final acceptance of a manuscript for the publication.

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