

Organization and Editorial Review Measures of the Editorial Review Committee of the Quarterly Journal of Science and Technology and Human Education

Adopted as amended on July 1, 2020

1. In order to compile the "Technology and Manpower Education Quarterly" (hereinafter referred to as the Journal), the Department has set up the "Technology and Manpower Education Quarterly Editor"

Review Committee (hereinafter referred to as the Editorial Review Committee).

2. The tasks of the Editorial Review Committee are as follows:

- (1) Planning and implementation of the editorial policy of quarterly journals.
- (2) Collection of quarterly manuscripts.
- (3) Editors of quarterly journals.
- (4) Publication of quarterly periodicals.
- (5) Formulation of review measures and operational procedures.
- (6) Other matters related to editorial review.

3. The Editorial Review Committee shall have a chairman (i.e. the publisher of the quarterly journal), who shall concurrently serve as the Secretary-General of the Industrial Science and Technology Education Society of the Republic of China.

Responsible for the administrative business of quarterly publication and presided over editorial meetings.

4. The Editorial Review Committee shall appoint several members (including responsible editors) who shall be appointed by the chairman. The term of office of the editorial review committee is one year and may be renewed.

5. The Editorial Review Committee shall appoint a responsible editor, who may be concurrently appointed by the Chairman or an expert in the relevant field appointed by the Chairman, and shall be responsible for drafting, review, distribution and editorial promotion matters.

VI. Submission Fee:

(1) This quarterly journal is based on the principle of user payment, as well as the need to promote sustainable operation and maintain academic quality.

Manuscripts are subject to a submission fee of 1,000 yuan (TWD - Taiwan Dollars). Each contributor receives a review action for reference and for a fee.

No refunds will be given.

(2) Please remit the submission fee to "Taipei Qingtian Post Office, Post Office Code 700, Remit" after the preliminary review is approved by this journal.

Account number: 00010710900955, account name: Industrial Science and Technology Education Society of the Republic of China", please send back after payment.

Proof of fee or 5 yards after providing the remittance account number to the submission mailbox for anonymous review.

(3) "Member of the Industrial Science and Technology Education Association of the Republic of China or Science and Technology Application and Human Resource Development of National Taiwan Normal University."

For members of the Faculty Alumni Association, the submission fee is 800 yuan. In addition, there is no submission fee for invited manuscripts.

7. The chairman of the editorial review committee and all editorial and review members are not given posts.

8. The review system of this journal includes three stages: preliminary review, anonymous review and editorial review.

(1) The first stage: preliminary examination

1. The journal conducts a preliminary form of screening and preliminary review of content on the manuscript, and confirms whether the contributor has filled in the basic information of the contributor and submitted.

Whether the formal requirements of the article meet the requirements announced in the Submission Measures, and whether the style complies with the writing format and model of the article.

Whether the domain meets the scope of the announcement, and whether the title and content of the article have publication value.

2. Each issue of the journal is reviewed by the executive editor on the articles submitted in the issue, and the Turnitin paper comparison system is used.

For originality comparison, those who meet the specifications can recommend external reviewers.

3. Those who do not meet the characteristics, formal requirements, rigor, and originality of the journal will be rejected.

(2) The second stage: anonymous trial

Manuscripts that pass the preliminary review will be sent to professional scholars in related fields for review in a two-way anonymous manner. Review process:

1. Articles approved by the preliminary review shall be submitted for review by the reviewers recommended by the responsible editor in a two-way anonymous manner. Reviews are within one month of receiving the manuscript.

2. The review opinions are divided into four categories: (1) recommended publication; (2) Recommended publication after amendment; (3) re-review after amendment; (4) It will not be published.

3. If the review result is "Recommended for Publication", it will pass the second stage of review and be sent it to the editor for review; If the result is "not published" we will inform the author that it is not accepted.

4. Any manuscript suggested by the external reviewer to be "recommended for publication after amendment" and "re-review after amendment" shall be revised by the author in a letter from this journal. The author shall complete the revision within two weeks, and send the revised article, together with the revision instructions, back to this journal.

The editorial review committee submits it to the original review committee for re-examination.

5. For the manuscript proposed for "re-examination after amendment", it will be submitted to the original review committee for re-examination; The review opinions of the retrial are as follows:

(1) Recommended publication; (2) If the re-review opinion is not published, the author will be notified that it is not accepted.

(3) The third stage: editorial review.

1. Before the publication of each issue, the editorial review committee of the journal will convene an editorial review meeting to approve the manuscripts that have passed the anonymous review (the author's name is anonymous) for final trial.

2. The publication of the manuscript in question that passed the second stage of external review may be suspended or withdrawn if the resolution of the editorial review committee is inappropriate; If the review committee reviews the appropriate manuscript but it still needs to be revised, the revised manuscript must be uploaded within 10 days for publication.

3. The author shall be responsible for proofreading after the typesetting is completed, and the editorial review committee is only responsible for the proofreading of the format.

9. Review operational principles

(1) The responsible editor recommends experts in the field at home and abroad for review on the subject of the manuscript.

(2) If the editorial board members and responsible editors of this journal submit articles to this journal, they shall not participate in any discussion of the submitted manuscripts.

They will not handle or keep any materials related to personal manuscripts (such as review opinions, reviewer information), their duties, and the agent shall be designated by the chairman.

(3) Regardless of whether during or after review, the editorial review committee and editorial management staff shall keep confidential the information of contributors and reviewers.

10. Retraction

(1) The request of the contributor to withdraw the manuscript shall be submitted in writing (registered mail).

(2) In order to avoid waste of resources, if a manuscript submitted to this journal is requested to be withdrawn at the external review stage, there will be a two year probation from this contributor.

(3) After the external review is completed, the editorial review committee will send a letter requesting revision ("recommended for publication after amendment" and "re-review after amendment"). It is necessary to complete the revision and upload the revised manuscript within 2 weeks after the official notice is sent, otherwise it will be regarded as automatically withdrawn.

11. These Measures shall be implemented after being adopted by the preparatory meeting of this journal, and implemented after being adopted by the editorial review committee of this journal when amended.