

Submission Checklist for Authors

The listed items here aim to present a clear picture about the scope, manuscript preparation requirements, ethical guidelines and manuscript submission phases of the JMNT-Ed to the authors. Authors are strongly advised to review these items before finalizing their submission.

Scope of The Journal

The journal will serve as a means of communication and provides a platform among people in the world interested in teaching micro nanotechnologies. This includes 2 year college faculties, STEM instructors for middle school through graduate school, as well as scientist.

Topics that are covered:

- Articles and short communication on many topics relevant to teaching and learning micro nanotechnologies at all levels, including innovative pedagogical/andragogical methods, approaches and related micro-nano education research.
- Manuscripts that demonstrate new educational micro-nano activities, lab experiments, instructional methods and pedagogical/andragogical approaches that can be adopted in micro nano curriculum at level especially in undergraduate education.
- Provide a resource for manuscripts and related information as a resource to those in the field of micro nano education, and to those institutes who serve them.
- Research manuscripts in micro/nanotechnologies included but not limited to nanoparticle synthesis, nanodevice fabrication, characterization and their applications to tackle scientific problems.

The submitted work is required to be based on original results and should present novelty, which have not been published previously. Please refer to manuscript preparation ethical guidelines for detailed information about obtaining permissions from copyright owners.

Open Access Policy

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JMNT-Ed is free of publication charges for the authors. As the editors, we kindly ask the authors to follow the guidelines strictly in order to process the submissions in a timely and efficient way.

Manuscript Types

Articles

Reports that will advance the understanding of the micro-/nano- education community especially addressing original ways to strengthen the development of the workforce. Articles should include an abstract of maximum 200 words followed by a short list of keywords. An introduction section should present the background of the work with relevant references. The article may also include Results, Discussion and Method sections if applicable. The article should contain a Conclusion section. The authors might choose to provide Supplementary Materials. Articles have a length limitation of 10 pages.

Reviews

Upon the received suggestions, Editors might invite authors to submit review papers on a selected topic. A good review is expected to evaluate the existing work from various angles and provide a logical organization. The general formatting of the review submissions follows those of the articles'. However, reviews are lengthier than articles in general.

Rapid Communications

Brief reports (up to 3 pages) on the latest findings of a topic that will be of interest to the micro-/nano- education community. In general, rapid communications ensure that the community is made aware of the focused subject in a timely manner. Examples of a rapid communication is instructive Nanotechnology related lab works. Rapid communication can include: title, abstract, materials and methods, and results.

Conversations

These are pieces authored by the journal editors on various subjects. These topics include the upcoming events, profiles of people helping advance the micro-/nano-education community and supplementary curriculum materials. Conversations do not necessarily follow the timeline of the released issues.

Manuscript Preparation

Authors are kindly asked to use and strictly follow the guidelines the provided template to write the sections of the manuscript. [Link to the template given here \(template for JMNTed-2\)](#).

Manuscripts submitted for initial consideration must adhere to these standards:

- A cover letter must accompany the submission as a separate file.
- Submissions must be complete with clearly identified standard sections used to report original research, free of annotations or highlights, and include all numbered and labeled components.
- All of the utilized materials including figures, tables and equations should be presented at the point of relevance within the text.
- References should also follow the style mentioned in the template. References style should be consistent, clear and complete.
- Supporting material should be prepared as a separate file.
- Author names and affiliations on the submission must be identical to the ones entered to the online submission system.

Cover Letter

The cover/rebuttal letter and agreement to the general manuscript submission ethical guidelines are required for every submission/resubmission and it is expected to contain the following elements in the order listed. [Link to the template given here \(cover letter and rebuttal\)](#).

- A paragraph explaining why your manuscript is appropriate for *Micro Nanotechnology Education Journal*. Must be included in the cover letter.
- A statement confirming the manuscript, or its contents in some other form, has not been published previously by any of the authors and/or is not under consideration for publication in another journal at the time of submission. Authors must agree to terms of submission during the online submission.
- Corresponding author must confirm that all of the co-authors have been notified and are aware of the submission.
- A clear statement defining the type of the manuscript submitted (i.e. article, review, conversations). Must be included in the cover letter.
- Up to 3 potential reviewer suggestions with their full contact information (names, academic email addresses and affiliations). The submitting author will enter the names and contact information during the online submission.

Manuscript Text Components

All sections of the paper must be presented in a clear, concise and and well written manner. The abstract is a brief summary of the research carried out, its significance, and the results of the study. It provides an overview of the research so that the reader can see that the report matches his/her research interests. Authors should include an

introductory statement outlining the scientific motivation for the research. The statement should clearly specify the relevance of the present work to applications, the problems it has solved or the practical advances it will enable. In Articles, the Introduction should be a separate section of the paper. The experimental section provides details of all the materials used, such as purity, batch, and other manufacturer's details. This section also details all experimental procedures and laboratory equipment used. The result section explains the main findings, the results of the lab work, comparing, and analyzing data. In the Results and Discussion sections, the author should discuss the significance of his/her observations, measurements, or computations and their implications for the applications outlined in the Introduction. Figure captions should be concise and easy to read but should be sufficiently detailed to provide a reasonable understanding of the figures without reference to the main text. For example, in a graph the caption should include enough information to readily distinguish between different datasets, provide an indication of the statistics used to derive error bars, and indicate briefly any trend that is shown. In the case of an image, the sample, imaging technique, and scale should be clearly provided. For more information, refer to the template. [Link to the template given here \(template for JMNTed-2\)](#).

References must be consistent, complete, including titles. We follow OSA style for referencing. The particular citation style is shown in the template. Some examples are given below.

In-text Citing It is not necessary to mention an author's name, pages used, or date of publication in the in-text citation. Instead, refer to the source with a number in a square bracket, e.g. [1], that will then correspond to the full citation in your reference list.

- Place bracketed citations within the line of text, before any punctuation, with a space before the first bracket.
- Number your sources as you cite them in the paper. Once you have referred to a source and given it a number, continue to use that number as you cite that source throughout the paper.
- When citing multiple sources at once, the preferred method is to list each number together, within the same brackets, using a comma or dash between numbers, as such: [1,3] (only 1 and 3), or [1-3] (includes 1, 2 and 3).

Journal paper

1. C. van Trigt, "Visual system-response functions and estimating reflectance," J. Opt. Soc. Am. A **14**, 741–755 (1997).

Journal paper identified by paper number

2. L. Rippe, B. Julsgaard, A. Walther, Y. Ying, and S. Kröll, "Experimental quantum-state tomography of a solid-state qubit," Phys. Rev. A **77**, 022307 (2008).

The paper number is sufficient. There is no need to give the number of pages.

Book

2. T. Masters, *Practical Neural Network Recipes in C++* (Academic, 1993).

Chapter in a book

3. B. L. Shoop, A. H. Sayles, and D. M. Litynski, "New devices for optoelectronics: smart pixels," in *Handbook of Fiber Optic Data Communications*, C. DeCusatis, D. Clement, E. Maass, and R. Lasky, eds. (Academic, 1997), pp. 705–758.

Paper in a published conference proceedings

4. R. E. Kalman, "Algebraic aspects of the generalized inverse of a rectangular matrix," in *Proceedings of Advanced Seminar on Generalized Inverse and Applications*, M. Z. Nashed, ed. (Academic, 1976), pp. 111–124.

Paper presented at a meeting/from an unpublished conference proceeding

5. D. Steup and J. Weinzierl, "Resonant THz-meshes," presented at the Fourth International Workshop on THz Electronics, Erlangen-Tennenlohe, Germany, 5–6 September 1996.

Internet links

6. A. G. Ramm, "Invisible obstacles," <http://www.arxiv.org/abs/math-ph/0608034>.

Preparing Graphics

The authors' original submissions determine the quality of illustrations in JMNT-Ed as the figures are not altered by the journal production staff. All of the figures need to be in digital format at the time of the submission. Authors are responsible for obtaining the permissions for the reproduction of the figures that might have appeared in earlier publications. Such figures are expected to be clearly including a credit line citing the original source.

The following resolution and size recommendations are given for the best results.

It is *recommended* that the Digital graphics pasted into manuscripts have the following resolutions:

- Black and white line art, 1200 dpi
- Grayscale art, 600 dpi
- Color art, 300 dpi

Size

Graphics must fit a one-column format. Single-column graphics can be sized up to 240 points wide (3.33 in.). The text should be legible when the graphic is viewed full-size. Helvetica or Arial fonts work well for lettering.

Color

Colored figures are highly recommended to the authors as they enhance the clarity. Graphics that are originally intended to appear in black and white or grayscale should not be submitted in color.

Ethical Guidelines

JMNT-Ed editors here provide ethical guidelines for authors and reviewers. JMNT-Ed treats all of the manuscripts as original submissions and authors are responsible for obtaining written permission to re-use any material that was already published.

Here are the general expectations from the authors:

- 1) ***Scientific Accuracy and Importance:*** Submitted work should contain sufficient detail, scientific accuracy and it should be presented as concisely and objectively as possible. The authors should cite all of the relevant work and the manuscript should include a discussion on the significance of the presented work.
- 2) ***Safety Considerations:*** Any hazards or risks associated with the submission must be clearly conveyed in the Experimental Section of the submission.
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 - JMNT-Ed also recognizes the strict regulations that many authors have to follow in their employment. Creative Commons License already validates that the published manuscript belongs to the author. In case a copyright transfer from the author to his/her institution/company is needed, a copyright statement will be placed at the end as shown in the template as an optional step. In such a case, the authors are expected to add the following sentence: “The author’s copyright for this publication has been transferred to [institution/company]”.
 - All published manuscripts by JMNT-Ed are licensed under [Creative Commons Attribution 4.0 International \(CC BY 4.0\) License](#). Hence, no

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- 4) ***Conflict of Interest Disclosure:*** A statement describing any financial conflicts of interest or lack thereof is published in JMNT-Ed journal. The corresponding author must disclose a statement that will explain all potential sources of bias. Such bias might stem from affiliations, funding sources, financial or management relationships that can constitute conflicts of interest. In case of no conflicts of interest has been declared, the following statement is expected to be added at the end of the submission by the authors: "The authors declare no conflicts of interest."
- 5) ***Plagiarism:*** JMNT-Ed is committed to publish only original submissions. Hence, publication staff use Grammarly software to screen for plagiarism, including self-plagiarism. The determined similarity index by the software should not exceed 15%.
- 6) ***No Parallel Peer Review Rule:*** By submitting their paper to JMNT-Ed, authors confirm that the submission has not been submitted for peer review for publication elsewhere at the same time with the refereeing phase of JMNT-Ed.
- 7) ***Author List and Coauthor Notification:*** The submission must be approved by all of the coauthors. All of the coauthors' consent must be obtained, which means that all of the coauthors have seen the latest version of the submission. In case a change in the authorship is needed after the submission, the corresponding author must e-mail a signed letter to the Editor in Chief denoting that all of the coauthors have been notified of the change. JMNT-Ed does not allow any changes to the author list after the acceptance. The submitting author is required to provide the complete contact information (full name, email address and affiliation) for all of the coauthors.
- 8) ***Funder Reporting Requirement:*** All of the funding sources, award/grant numbers are required to be disclosed in the manuscript.
- 9) ***Language:*** As JMNT-Ed editors, we expect that the authors have completed proof reading before the submission. We would like to remind that a proper choice of words and a carefully written manuscript that is free of errors drastically improve the quality of the submission.
- 10) ***Providing Potential Reviewers:*** The authors are strongly recommended to suggest up to 3 potential reviewers. The complete contact information will be entered to the submission system. The authors are reminded not to enter names that might have a conflict of interest. Whenever possible, suggestion of academic email addresses is preferred over personal email addresses.
- 11) ***Securing the Rights for Reproduction:*** As it is underlined many times above, JMNT-Ed expects that the authors have secured the permission for the reproduction of any material that had been published before.

12) Contents express the views of the Authors: JMNT-Ed treats all of the incoming submissions as original and accurate manuscripts. JMNT-Ed does not accept any legal responsibility for any errors or omissions that may have occurred. All of the opinions expressed in the manuscript are the views of the authors. Likewise, all of the data presented in the submission is the responsibility of the authors. The peer-review aims to sustain a high quality of standards for the journal. However, this does not mean that JMNT-Ed makes any guarantee with respect to the material contained herein.

Manuscript Publication Phases:

- 1) Manuscript Submission:** Submitting your manuscript to JMNT-Ed is extremely easy.

JMNT-Ed Submission Website: Please visit [submission web page](#). The submitting authors will be able to upload their manuscript (prepared after strictly following the template) and cover/rebuttal letter (and supplementary materials, if applicable) to the system. Please review cover/rebuttal letter preparation and ethical guidelines for future instructions.

- 2) Peer-review phase:** If the submitted manuscript passes the initial approval stage of the editorial board, JMNT-Ed publication staff will make every reasonable effort to fulfill the reviewer requests coming from the authors at the time of the submission. The referees will start the reviewing phase in order to come up with a final decision about the submission. The reviewers will judge the submission based on the following criteria:
 - Novelty and timely results
 - Potential impact for the community
 - Standard of English
 - Suitability
 - Study design and methodology with a convincing presentation

Reviewers will send their remarks for the authors as well as their confidential remarks to the JMNT-Ed editors. At this point, JMNT-Ed editors will share the remarks with the authors in the form of a decision letter, which will also be accompanied by a final decision regarding the submission.

- 3) Revision phase:** Authors can receive one of the 4 decisions from the JMNT-Ed editors.
 - Publish as is:** No further changes are required; manuscript is ready for publication.
 - Minor revision:** The manuscript can be published after minor revisions.
 - Major revision:** The manuscript might be published after a major revision, but a second round of review will take place.
 - Reject:** The manuscript is not suitable for JMNT-Ed

In case, the authors receive a revision decision the manuscript will be reconsidered after the suggested changes. Accordingly, the modified manuscript should be sent to the JMNT-Ed publication staff through the [JMNT-Ed Submission Website](#) before the due date assigned by the editorial board. Submissions that do not meet the deadline will have to be treated as new submissions. Revised manuscripts will be sent back to the referees for another round of a review (major revision) by JMNT-Ed editorial board.

The authors are required to send two copies of the final manuscript and the following documents:

- a. A version that highlights the changes made to the original submission
 - b. A finalized version that is free of the highlights or edits mentioned in a.
 - c. A response letter that clearly addresses each change in the final version and also shows how the authors respond to the reviewers' and editors' comments.
 - d. Supplementary materials (if applicable)
- 4) **Post acceptance phase:** Upon the acceptance, the authors will receive a confirmation letter that the manuscript is received by the production team, who will produce the first version of the proofs. This version will be shared with the authors. Once the iterated version is accepted by the authors, the manuscript will be published with its own DOI. The submission and revision dates of the publication will be also added to the final version.

Corrections and Retractions:

JMNT-Ed follows the following policies:

- a) **Modification:** A purely technical correction might be done by JMNT-Ed publication staff. Such examples include broken URL links, corrupted files, incorrect citation. Under no circumstances, the content of the published manuscript can be changed.
- b) **Corrigendum:** An important error made by the authors or by the journal that critically affects the scientific integrity of the published manuscript will be presented as a formal online notice.
- c) **Retraction:** Authors or JMNT-Ed editorial board can decide to formally withdraw the published manuscript. An online formal explanation will be given as the cause of the retraction. The published paper will stay online.
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