

SIJ

Scientific International Journal™

605 Condado Street · Suite 706 · San Juan, PR 00907
Tel. 787-550-5964 · www.nperci.org · sij@nperci.org

ISSN 1548-9639

EISSN 1554-6349

INSTRUCTIONS FOR AUTHORS

Scientific International Journal™ (SIJ) is an open access, indexed, professional, multidisciplinary, bilingual, international and blind- and peer-reviewed journal. SIJ is published twice a year and manuscript submissions are accepted by electronic mail (sij@nperci.org). The mission of the journal is to encourage critical analysis and reflection to internationally promote the generation of new knowledge and the development of acquired knowledge, as well as, its communication and integration in the diverse

fields of practice in a global context. SIJ promotes the importance of research and the publication of its findings. It publishes original manuscripts and it serves as a forum for the dissemination of information about relevant issues on the areas of health, education, social sciences, humanities, evaluation of programs and services, and public policy, among others. SIJ's audience is constituted by professionals in the areas of health, education, social sciences, humanities, and related areas. We invite



Cover of Scientific International Journal™

authors to submit manuscripts addressing current issues which provide understanding and stimulate discussion among professionals in these fields.

Submissions from new authors and/or graduate students are encouraged.

Please submit manuscripts by e-mail (sij@nperci.org) to:
Lizzette Rojas, PhD
Editor
Scientific International Journal™

Important Dates

Issue	Deadline for Submission	Deadline for Notifying Acceptance
January-June	September 15	December 15
July-December	March 15	June 15

Manuscripts:

Manuscripts are accepted for consideration with the understanding that they have been submitted exclusively to SIJ and that they have not been published previously in print and/or electronic media, either in whole or in part and are not currently under consideration for publication elsewhere in print and/or electronic media. Articles published, accepted, or submitted for publication elsewhere will not be considered.

Manuscripts are considered for publication with the understanding that all people listed as authors have participated sufficiently in the research and manuscript's writing, thus, they can take public responsibility for the content. First author will be notified by electronic mail when the manuscript is received.

Review Process:

Following preliminary review by the editor, manuscripts will be sent to members of the Editorial Advisory Board. This Board is composed of experts in health, education, social sciences, humanities, and related areas. Each manuscript will be reviewed by at least two members of the Board in a blind-review process. Please allow **at least twelve (12) weeks** for complete review. Additional information and/or clarification may be required before a manuscript is accepted for publication. All accepted manuscripts are subject to editing. The review decision is notified to the first author by electronic mail; if the manuscript is accepted, the publication date will also be notified.

Manuscript Preparation and Submission:

Author(s): Please follow the guidelines below for developing and submitting a manuscript. Manuscripts that do not follow these guidelines will not be reviewed.

1. Manuscripts are accepted in English or Spanish. Instruments may be included in an appendix, to be published at the discretion of the editor.
2. Manuscripts should be submitted as **Microsoft Word 1997-2003** documents only and typewritten on 8.5" x 11" pages with 1" margins on all four sides.
3. Times New Roman 12-point must be used for text and tables/figures.
4. All text must be double-spaced and left justified; avoid using tabs.
5. The quality of a manuscript depends on, besides the author's knowledge, the communication skills, the clarity of thinking and the ability to express thinking logically and sequentially. Manuscripts should be precise, clear, logic, and concise; they should avoid ambiguity and technical or intricate language.
6. Authors are encouraged to be clear and brief, and to include relevant information in the manuscript regardless of subject or format.
7. The manuscript should contribute to the field of study.
8. Manuscripts should include a cover letter. On the cover letter, place all authors' names, academic degrees, job positions, place of employment, and full contact information (mailing and electronic mail addresses and telephone and fax numbers). Also, state that the manuscript is original, not previously published in print and/or electronic media, either in whole or in part, and not under concurrent consideration elsewhere in print and/or electronic media; inform the editor of the existence of any similar published manuscripts written by the authors; and state either that there is or that there is no conflict of interest.

9. The general format of the manuscript is open except for those manuscripts that present results of research. Manuscripts that present results of research can be submitted using one of the following formats: **research manuscripts** or **brief reports**. Authors should select **only one format**. The main sections, for both formats, should be identified by heading in bold capital letters.
10. Number pages consecutively, beginning with the title page. The manuscript should contain no automatic formatting, except page numbers in the upper right corner of each page.
11. When abbreviations are used, they should be inserted in parentheses after they have been defined. Once defined, the abbreviations can be used alone.
12. Research manuscripts should reflect a higher degree of control, rigor and caution. For this type of manuscript, the author has to be even more cautious with her/his writing, the words used and expressions made, as well as, the fundamentals the conclusions are based on. Research manuscripts are written in third person.
13. For research manuscripts, assemble sections in the following order: title page, abstract, introduction, methods, results, discussion, conclusion, acknowledgments (if applicable), references, list of titles for all tables and figures (typed on 1 page), tables, figures, and footnotes. Text of research manuscripts should begin on a separate page and should be limited to 4,000 words (approximately 15 pages) with no more than 5 tables and/or figures (not included in the 15 pages). All research manuscripts must include, in abstract and methods section, the year in which the data were collected.
14. Brief reports should contain all the same sections as a research manuscript, but limited to 1,500 words (approximately 5 pages) with no more than 2 tables and/or figures (not included in the 5 pages).
15. The first page should include the title of the article, total word count (text only), the number of pages, of references, of tables, and/or figures, the selected style for the references, information about the grant or contract supporting the research (if applicable), and a disclaimer (if necessary).
16. The title of the manuscript should be clear, concise and precise.
17. On the second page, without listing authors' names, provide a brief abstract of no more than 160 words and up to five keywords that reflect the content of the manuscript. All abstracts should be submitted in both English and Spanish for both research manuscripts and brief reports. Each abstract should be prepared double-spaced and to fit on a single page. Research manuscripts abstracts and brief reports abstracts should include information under each of the following headings: objective, study setting/data sources, study design, data collection/methods, results/principal findings, conclusions, and keywords.
18. The third page should start with the introduction. The introduction should include the purpose of the manuscript. The purpose of the manuscript should be clearly established.
19. Literature review, which may or not apply to open format manuscripts, should be sufficiently ample, should distinguish most relevant findings, and should be very organized and summarized.
20. Conclusions should be objective and should include the implications for practice, field of study, public policy and/or for future research.
21. List acknowledgments (to the grant and/or contract supporting the research), if applicable, on the last page of text.
22. References should be double-spaced, using any of the following styles: APA, MLA, AMA, Chicago Manual, Turabian or CSE Manual. One style should be chosen and followed consistently. All references should be cited in the text. Authors are responsible for the accuracy and completeness of the references cited. A minimum of five (5) references is required for brief reports and a minimum of ten (10) references is required for research manuscripts.
23. The use of tables and figures should be adequate.

24. A table is a systematic method to present data and it is used to facilitate the comprehension of manuscript's contents. The table should be capable of provide ideas, concepts and/or relations, independently of the manuscript's contents.
25. Tables should be double-spaced on a separate page, and vertical and horizontal rules (lines) should not be used within the body of the tables. Use Arabic numerals to identify tables, and keep titles brief, but clear and descriptive of table contents. All tables should be self-explanatory, specifically cited within the text, and numbered consecutively. Table's title, author's name, and manuscript title must be attached on a separate page. A list of all table titles should be typed on one page and placed after the references.
26. Figures are used to graphically or visually present data and to make emphasis in certain significant relations. The term "figure" is applied to a variety of graphics, maps, diagrams, drawings and schemes.
27. All figures must be original and identified with the figure number in Arabic numerals. Figure's title, author's name, and manuscript title must be attached on a separate page. A list of all figure titles should be typed on one page and placed after the references.
28. If an article contains quotations of 300 words or more, tables and/or figures reproduced from other sources, written permission from the author and publisher to use such material must accompany the manuscript. It is the author's responsibility to secure such permission.
29. The authors are responsible for all statements in the submitted work and for the accuracy of references, quotations, tables, and figures.
30. When a manuscript has been accepted for publication, **all authors** are required to sign a **Publication Rights** form and a **Disclosure of Interests** form; the editor will send both forms by electronic mail.
31. The editor reserves the right to make editorial changes in all matter published in the journal. Editorial changes are made to bring manuscripts into conformity with the requirements and style of the journal and to enhance readability or to correct grammatical or spelling errors as determined by the journal editor. The editor cannot enter into correspondence about manuscripts not accepted for publication.
32. Submit your manuscript to Lizzette Rojas, PhD, Editor, by **electronic mail** (sij@nperci.org).

Open and Free Access Policy

It is SIJ's policy to share knowledge and to promote excellence in the professional practice of diverse disciplines in a global context and, therefore, to provide authors with open and free access to publishing in SIJ and readers with open and free access to SIJ's articles. Through this policy, SIJ increases access to research results and increases researchers' global impact.