

# THE JOURNAL OF OCEAN TECHNOLOGY

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*All peer-reviewed papers in the JOT are open access since Volume 1, Number 1, 2006.*

## Peer-review Technical Paper Submission Guidelines

*The Journal of Ocean Technology (JOT)* is an independent quarterly periodical specifically designed to cater to all segments of the global ocean technology community. Its mission is to expand global knowledge and understanding of ocean technologies, to serve as the medium for publishing world-leading research, and to promote innovation that contributes to responsible ocean utilization and management. The JOT is published four times a year (March, June, September, December) by the Fisheries and Marine Institute of Memorial University of Newfoundland.

### What we are seeking

The JOT is interested in publishing cutting-edge developments and research in ocean technology and related disciplines. It is our objective to publish world-leading papers and articles that will set the standard for the ocean technology community. Papers should present the results of new research in ocean technology, science, or engineering. All papers are subjected to a rigorous peer-review process.

Technical papers, by their very nature, should contain sufficient information about how conclusions were reached so that the methodology and/or experiment could theoretically be reproduced and validated by peers. By adhering to this simple rule-of-thumb, authors will be helping to remove any uncertainty on part of our international editorial board and, in doing so, increase their chances of being published. In short, papers should be cutting-edge and reflect a clear progression from hypothesis through to conclusions.

### General formats

- Papers should be in the range of 3,500 to 7,500 words plus figures and photos.
- Papers should be submitted in PDF format or as an MS Word document using Times New Roman 11 point font.  
**Please note that papers accepted for publication must be submitted in MS Word format.**
- Papers should not be formatted in columns.
- Papers should be left justified.
- Margins should be set at one inch (1").
- Papers should be double spaced.
- The title should be left-justified using all capitals and bold.

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- Authors' names should be left-justified in bold; initial caps only. Author affiliation and web site should be left-justified in italics.
- References should follow JOT formats:
  - Title of paper, book, article, etc. in italics. All other reference details (page number, journal name, conference name, etc.) should not be italicized.
  - Example: Alpers, W. and Huhnerfuss, H. [1989]. *The damping of ocean waves by surface films*. Journal of Geophysical Research, Vol. 94, pp. 6251-6265.
- Submissions must contain complete contact information for the author.
- Footnotes are not typically used in the JOT.

## Abbreviations and acronyms

The use of abbreviations should be avoided where possible. For the first reference of an acronym in a paper, the term should be spelled out, followed by the abbreviation (acronym) in parentheses. Further uses of the acronym in the paper should use only the abbreviation.

## Spelling

Canadian spelling should be used (e.g. colour, behaviour, harbour, modelled).

## Manuscript headings

Each submission should (at a minimum) include the following headings and should be formatted as shown:

ABSTRACT

KEYWORDS

NONMENCLATURE (if applicable)

INTRODUCTION

HEADING ONE

**Heading Two**

*Heading three*

CONCLUSION

ACKNOWLEDGMENTS (if desired)

REFERENCES

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## Figures, tables, photos, equations

Papers published in the JOT are printed in full colour. For the review process, all figures, photos and images should be inserted within the document. Equations in the paper must be numbered in order as they appear using the following format: (1), (2), (3) ...

These equation numbers should be right-justified at the end of the line on which the equation appears.

**If the paper is accepted for publication**, all figures and photos must be submitted in high-resolution format (minimum 300 dpi) and sent as separate image files, not embedded in an MS Word or PDF document. Within the paper, the author should indicate the placement of each figure, table and/or photo. Figures, tables, and photos must be numbered in order as they appear in the paper and be accompanied by a detailed caption. Author must provide appropriate credits for photos and figures used within the paper. Tables must be submitted in MS Word or Excel format; they must not be submitted as images.

## Exclusivity and copyright

Authors submitting papers to the JOT are not permitted to have the submitted paper published in any other periodical, before or after the date of publication in the JOT. The author of a technical paper featured in the JOT is permitted to deliver a presentation version of that paper at a conference, only following the end of the quarter in which the JOT issue is published. Any inclusion of the said paper in related conference proceedings should reference the JOT as the source of the paper, citing the appropriate volume and page numbers. If a paper is accepted for publication, the author is required to sign an "Authorization to Publish" copyright form (provided by the JOT upon acceptance of paper), which provides the JOT with the right to publish the paper in any media or format. Upon publication, the JOT will provide to the authors an electronic copy of the published paper in PDF format that preserves final page layout, formatting, and content. Authors may make and distribute copies of this PDF in the course of teaching and research and may post the PDF on personal or institutional web sites and in other open-access digital repositories. The JOT will post an electronic PDF version of all published papers to its web site in an open access format.

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## Repackaging the scientific paper

As part of our strategy to popularize ocean technology, we have adopted a new approach to packaging the peer-review paper for more general consumption. Prefacing every paper, the JOT editorial staff prepares a one-page introductory summary on why the

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paper is important and identifies key practical applications of the results. If a paper is accepted for publication, authors are required to answer six questions and to supply the JOT with high-resolution author photos.

## Galley proofs

Authors whose papers have been accepted for publication will receive a copy of the design galley prior to publication. The author must return any comments or corrections within three business days.

## Review process

A three-person review panel of experts will be assembled to review all papers. Normally the review process takes approximately eight weeks from submission date. The role of the review panel is to advise if papers are suitable for publication; to identify any faults; to confirm that the work is original; and to provide constructive feedback to authors so that papers can be improved, if necessary. The JOT uses a double blind review process: all references to the authors' names are removed from papers. All reviewers are assigned a review number; reviewers' names are not known to the authors.

## What the reviewers consider

When conducting a review, the review panel considers the following elements:

- Interest to JOT readers
  - Does the paper focus on cutting-edge developments in ocean technology and related disciplines?
  - Does the paper present the results of new research in ocean technology, science, or engineering?
- Quality of data
  - Is the paper technically sound?
  - Does the paper evaluate the strengths and limitations of the work described?
  - Are performance metrics clearly stated?
  - Are results clearly described?
  - Is relevant previous research discussed adequately?
  - Are all assumptions referenced by previous proven works?
- Long-term reference value
  - Will the content of this paper be relevant and likely to be cited in future work?
  - Are the results and interpretation of lasting scientific value?
  - Is the topic important to the field?
  - Does the paper strengthen or extend the state of the art?

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- Clarity of presentation
  - Does the Abstract explain motivation and orient the reader?
  - Does the paper describe what was done, how it was done, and the key results?
  - Does the paper stay focused on the subject?
  - Are tables and figures clear, relevant, and correct?
  - Are the concepts clearly presented?
  - Is the paper logically organized?
  - Are the titles and keywords used appropriately?
  - Is the paper's length appropriate to its scope?
  - Does the author demonstrate knowledge of basic composition skills, including word choice, sentence structure, paragraph development, grammar, punctuation, spelling, and citation of references?
- Novelty of results
  - Does the subject matter have an interested audience today?
  - Are ideas/information and methods worthwhile, new, or creative?
  - Is the author the source of new information?
  - Are analytical, numerical, or experimental results and interpretation original?
  - Is the impact of the results clearly stated?
- Professional integrity
  - Is the paper free from commercialism?
  - Is the paper free from personalities and bias?
  - Is the paper clear and balanced?
  - Is prior work of others adequately credited?
  - Does the author avoid disparaging competitive methods or products?
  - Are references to previous work presented constructively, in a fair and balanced manner?
- Accuracy of results
  - Are the claims of the paper firmly established?
  - Are conclusions sound theoretically or experimentally?
  - Are conclusions supported by the facts presented?

## For more information

Contact Dawn Roche, Managing Editor, on 709-778-0763 or via e-mail: dawn.roche@mi.mun.ca.