

## Author Guidelines

### 1. GENERAL

Manuscripts submitted to **Jurnal Neutrino: Jurnal Fisika dan Aplikasinya** must be original work that has not been published or are under consideration for publication elsewhere. The journal welcomes submissions written in English. Manuscripts should be no more than 10 pages in length inclusive of tables, figures, and illustrations.

The manuscript should be typed using word processors (Microsoft Word or Open Office) software. Please use the template provided for Microsoft Word 2003 and Microsoft Word 2007.

The manuscript submitted to this journal should follow the heading below, except for the review article: **Title; Author name; Author affiliation; Abstract; Keywords; Introduction; Methods; Results and Discussion; Conclusions; Acknowledgments; and References.**

### 2. MANUSCRIPT TEMPLATE

The manuscript should be prepared according to the following author guidelines in the MS Word article [template](#)

### 3. GUIDELINE FOR ONLINE SUBMISSION

The author should first register as an Author and/or be offered as a Reviewer through the following address: <http://ejournal.uin-malang.ac.id/index.php/NEUTRINO/user/register>

The author should fill the form as detailed as possible where the star-marked form must be entered. After the form textbox was filled out, the author clicked on the "Register" button to proceed with the registration. Therefore, the Author is brought to an online author submission interface where the Author should click "New Submission". In the Start, a New Submission section, click on "'Click Here': to go to step one of the five-step submission process". The following are five steps in the online submission process:

1. **Step 1 - Starting the Submission:** Select the appropriate section of the journal "**Articles**". Thus, the author must check on the submission checklists. The author may type or copy-paste the cover letter in Letter to Editor.
2. **Step 2 – Uploading the Submission:** To upload a manuscript to this journal, click Browse on the Upload submission file item and choose the manuscript document file (.doc/.docx) to be submitted, then click the "Upload" button until the file has been uploaded. **File size maximum 2MB**
3. **Step 3 – Entering Submission's Metadata:** In this step, detailed authors' metadata should be entered including the marked corresponding author. After that, the manuscript title and abstract must be uploaded by copying the text and paste in the textbox including keywords.
4. **Step 4 – Uploading Supplementary Files:** Supplementary files should be uploaded including Covering/Submission Letter, and Signed Copyright Transfer Agreement Form. Therefore, click on the Browse button, choose the files, and then click on the Upload button.
5. **Step 5 – Confirming the Submission:** The author should final check the uploaded manuscript documents in this step. To submit the manuscript to Jurnal NEUTRINO, click the Finish Submission button after the documents are true. The corresponding author or the principal contact will receive an acknowledgment by email and will be able to view the submission's progress through the editorial process by logging in to the journal web address site.



#### 4. REVIEWING OF MANUSCRIPTS

The research article submitted to this online journal will be peer-reviewed by at least 2 (two) reviewers. The decision for publication, amendment, or rejection is based upon their reports/recommendations. If two or more reviewers consider a manuscript unsuitable for publication in this journal, a statement explaining the basis for the decision will be sent to the authors within three months of the submission date.

#### 5. REVISION OF MANUSCRIPTS

Manuscripts sent back to the authors for revision should be returned to the editor without delay. Revised manuscripts can be sent to the editorial office through the Online Submission Interface. The revised manuscripts returned later than two months will be considered new submissions.

#### 6. MANUSCRIPT PREPARATION GUIDELINES

##### 6.1 Manuscript Heading, Font, and Spacing

Manuscripts should be typed using word processors (Microsoft Word or Open Office) software. The body of the text is a set of body text paragraphs defined as follows:

- ✓ 12pt Times New Roman.
- ✓ A4 (i.e., 210 x 297mm) paper size
- ✓ two-column format
- ✓ Lines are single-spaced and justified.
- ✓ Page numbers should be included in the text at the top of the page [brackets] section of each page.
- ✓ Margin format : Top (2.5 cm), Bottom (2.5 cm), Left (2.5 cm), Right (2 cm)

##### 6.2 Tables

Tables are sequentially numbered with the table title and number above the table. Tables should be centred in the column OR on the page. Tables should be followed by a line space (12pt). Elements of a table should be single-spaced. However, double spacing can be used to show groupings of data or to separate parts within the table. Table headings should be in 12pt bold. Tables are referred to in the text by the table number. eg: Table 1. Do not show vertical lines in the table. Only a horizontal line should be shown in the table.

##### 6.3 Figure

Figures are sequentially numbered, commencing at 1 with the figure title and number below the figure, as shown in Figure 1. Detailed recommendations for figures are as follows:

- ✓ Ensure that figures are clear and legible with typed letterings.
- ✓ Black & white or coloured figures are allowed.
- ✓ If a figure spans two columns, it should be placed at the top or bottom of a page.
- ✓ Hard copy illustrations should, preferably, be scanned and included in the electronic version of the submission in an appropriate format as follows:
  - BMP - Microsoft bitmap file
  - JPG
- ✓ If figures cannot be scanned, the original should be placed in its location within the manuscript using wax or colourless glue.
- ✓ The following files are permissible:
  - Microsoft Graph
  - Microsoft Draw



## 6.4 Equations

Equations should be numbered serially within parentheses as shown in Equation (1). The equation should be prepared using MS Equation Editor (not in image format). The equation number is to be placed on the extreme right side.

## 6.5 Units, Abbreviations, and Symbols

SI units are preferred. Define abbreviations and symbols for the first time as they are introduced in the text.

## 6.6 Abstract and Keywords

All manuscripts should be accompanied by an abstract, of word limitation (100- 200 words), written in English, with one spacing, and 10 pt Times New Roman format. The abstract should not only indicate the subject and scope of the paper but also summarize the author's conclusion along with at least three (3) keywords that could be useful for information-retrieval purposes.

## 6.7 Title

This is your opportunity to attract the reader's attention. Remember that readers are the potential authors who will cite your article. Identify the main issue of the paper. Begin with the subject of the paper. The title should be accurate, unambiguous, specific, and complete. Do not contain infrequently used abbreviations.

The title of the paper should be in 16 pt bold Times New Roman and be centered. 15 words in maximum. The title should have 0 pts space above and 14 pts below.

## 6.8 Author's Name and Affiliations

Write Author(s) names without title and professional positions. Do not abbreviate your last/family name. Always give your First and Last names. Write clear affiliation of all Authors. Affiliation includes the name of the department/unit, (faculty), the name of the university, and the country. Please indicate the Corresponding Author (include email address) by adding an asterisk (\*) in superscript behind the name. Author names should be in 12 pt Times Roman with 12 pts above and 12 pts below.

## 6.9 Introduction

In the Introduction, the Authors should state the objectives of the work at the end of the introduction section. Before the objective, the Authors should provide an adequate background, and a very short literature survey to record the existing solutions/method, to show which is the best of previous research, to show the main limitation of the previous research, to show what do you hope to achieve (to solve the limitation), and to show the scientific merit or novelties of the paper. Avoid a detailed literature survey or a summary of the results.

## 6.10 Methods

Materials and methods should make readers able to reproduce the experiment. Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described. Do not repeat the details of established methods.

## 6.11 Results and Discussion

Results should be clear and concise. The results should summarize (scientific) findings rather than provide data in great detail. Please highlight the differences between your results or findings and the previous publications by other researchers. The discussion should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often



appropriate. Avoid extensive citations and discussion of published literature. In discussion, it is the most important section of your article. Here you get the chance to sell your data. Make the discussion correspond to the results, but do not reiterate the results. Often should begin with a brief summary of the main scientific findings (not experimental results). The following components should be covered in the discussion: How do your results relate to the original question or objectives outlined in the Introduction section (what)? Do you provide an interpretation scientifically for each of your results or findings presented (why)? Are your results consistent with what other investigators have reported (what else)? Or are there any differences?

### 6.12 Conclusions

Conclusions should answer the objectives of the research. Tells how your work advances the field from the present state of knowledge. Without clear Conclusions, reviewers and readers will find it difficult to judge the work, and whether or not it merits publication in the journal. Do not repeat the Abstract, or just list experimental results. Provide a clear scientific justification for your work, and indicate possible applications and extensions. You should also suggest future experiments and/or point out those that are underway.

### 6.13 Acknowledgment

Recognize those who helped in the research, especially funding supporters of your research. Include individuals who have assisted you in your study: Advisors, Financial supporters, or many other supporters i.e. Proofreaders, Typists, and Suppliers who may have given materials.

### 6.14 References

The minimum number of references should be 15 references. Reference should be 75% from primary sources (journals, proceedings) and 25% from secondary (books, etc.). References no more than the last 10 years. It is arranged sequentially based on the serial number on the citation and written using the Vancouver style. Citation of references is used by writing the name of the author or writing numbers referenced library at the end of a sentence. Please use reference software like Mendeley, Zotero, etc, to make the citation work easier.

#### Example

##### *For print Journal:*

McInnes D, Snowdon J. Severe depression in old age. *Medicine Today*. 2021 Dec;3(12):40-47.

##### *For books:*

Cheers B, Darracott R, Lonne B. *Social care practice in rural communities*. Sydney: The Federation Press; 2019.

##### *For online article/electronics journal:*

Lemanek K. Adherence issues in the medical management of asthma. *J Pediatr Psychol* [Internet]. 2016 [cited 2016 Apr 22];15(4):437-58. Available from: [HTTP://jpepsy.oxfordjournals.org/cgi/reprint/15/4/437](http://jpepsy.oxfordjournals.org/cgi/reprint/15/4/437)

##### **For Theses (printed) :**

Author. Thesis Title. Place of Publication: Publisher; Year.

##### *For Online Thesis:*

Author. Thesis title [type of thesis on the internet]. Place of publication: Publisher; Year [cited 2019 Mar 24]. Available from: Name of database/web address



***For Internet References:***

Author. Title of publication [type of medium – Internet]. Place of publication (if available): Publisher (if available); Date of publication – year month day (supply year if month and day not available) [updated 2010 Feb 10; cited 2010 Apr]. Available from: web address.

***For published conference paper:***

Author(s) of paper – Family name and initials. Title of paper. In: Editor(s) Family name and initials, editor(s). Title of conference; Date of conference; Place of conference. Place of publication: Publisher's name; Year of publication. p. Page numbers.

***For Proceedings:***

Kimura J. Shibasaki H, editors. Recent advances in clinical neurophysiology. Proceedings of the 10th International Congress of EMG and Clinical Neurophysiology; 2017 Oct 15-19; Kyoto, Japan. Amsterdam: Elsevier; 2017. P.61

***For Electronic Journal (online article) with DOI:***

Fletcher D, Wagstaff CRD. Organizational psychology in elite sport: its emergence, application, and future. Psychol Sport Exerc. 2017;10(4):427-34. doi:10.1016/j.psychsport.2017.03.009.

**7. Author Fee (Article Processing Charge - APC)**

Starting from the manuscript publishing on **October 2023**, the Author(s) should pay an **Article Processing Charge (APC) of Rp. 400.000,- per article once the manuscript was accepted**. An invoice will be sent to the Authors whose article was accepted. Please note that the payment of APC can be proceeded by bank transfer which will be informed to the Corresponding Author together with the invoice. The accepted articles will not be published until the APC is paid by the Author(s). The APC will be used to maintain the DOI registration and the production cost of the full-text PDF articles.

***For Further Information, Please Contact Editor in Chief (Cecep E. Rustana)***



## Publication Ethics and Malpractice Statement

**Jurnal Neutrino: Jurnal Fisika dan Aplikasinya** ([P-ISSN:1979-6374](#), [E-ISSN:2460-5999](#)) is a peer-reviewed journal published by Physics Department, Faculty of Sains and Technology, Universitas Islam Negeri Maulana Malik Ibrahim Malang. This statement clarifies ethical behaviour of all parties involved in the act of publishing an article in this journal, including the author, the chief editor, the Editorial Board, the peer-reviewer and the publisher. This statement is based on COPE's Best Practice Guidelines for Journal Editors.

### Ethical Guideline for Journal Publication

The publication of an article in a peer-reviewed Jurnal Neutrino: Jurnal Fisika dan Aplikasinya is an essential building block in the development of a coherent and respected network of knowledge. It is a direct reflection of the quality of the work of the authors and the institutions that support them. Peer-reviewed articles support and embody the scientific method. It is therefore important to agree upon standards of expected ethical behavior for all parties involved in the act of publishing: the author, the journal editor, the peer reviewer, the publisher and the society. Physics Department, Faculty of Sains and Technology, Universitas Islam Negeri Maulana Malik Ibrahim Malang, Jurnal Neutrino: Jurnal Fisika dan Aplikasinya takes its duties of guardianship over all stages of publishing extremely seriously, and we recognize our ethical and other responsibilities. We are committed to ensuring that advertising, reprint, or other commercial revenue has no impact or influence on editorial decisions. In addition, the Physics Department, Faculty of Sains and Technology, Universitas Islam Negeri Maulana Malik Ibrahim Malang, and Editorial Board will assist in communications with other journals and/or publishers where this is useful and necessary.

### Allegations of Research Misconduct

Research misconduct means fabrication, falsification, citation manipulation, or plagiarism in producing, performing, or reviewing research and writing an article by authors, or in reporting research results. When authors are found to have been involved with research misconduct or other serious irregularities involving articles that have been published in scientific journals, Editors have a responsibility to ensure the accuracy and integrity of the scientific record.

In cases of suspected misconduct, the Editors and Editorial Board will use the [best practices of COPE](#) to assist them to resolve the complaint and address the misconduct fairly. This will include an investigation of the allegation by the Editors. A submitted manuscript that is found to contain such misconduct will be rejected. In cases where a published paper is found to contain such misconduct, a retraction can be published and will be linked to the original article.

The first step involves determining the validity of the allegation and an assessment of whether the allegation is consistent with the definition of research misconduct. This initial step also involves determining whether the individuals alleging misconduct have relevant conflicts of interest.

If scientific misconduct or the presence of other substantial research irregularities is a possibility, the allegations are shared with the corresponding author, who, on behalf of all of the co-authors, is requested to provide a detailed response. After the response is received and evaluated, additional review and involvement of experts (such as statistical reviewers) may be obtained. For cases in which it is unlikely that misconduct has occurred, clarifications, additional analyses, or both, published as letters to the editor, and often including a correction notice and correction to the published article are sufficient.

Institutions are expected to conduct an appropriate and thorough investigation of allegations of scientific misconduct. Ultimately, authors, journals, and institutions have an important obligation to ensure the accuracy of the scientific record. By responding appropriately to concerns about scientific misconduct, and taking necessary actions based on evaluation of these concerns, such as





corrections, retractions with replacement, and retractions, Jurnal Fisika: Jurnal Fisika dan Aplikasinya will continue to fulfil the responsibilities of ensuring the validity and integrity of the scientific record.

### **Publication Decisions**

The editor of the Neutrino journal is responsible for deciding which of the articles submitted to the journal should be published. The validation of the work in question and its importance to researchers and readers must always drive such decisions. The editors may be guided by the policies of the journal's editorial board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The editors may confer with other editors or reviewers in making this decision.

### **Fair play**

An editor at any time evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

### **Confidentiality**

The editor and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

### **Disclosure and conflicts of interest**

Unpublished materials disclosed in a submitted manuscript must not be used in an editor's own research without the express written consent of the author.

### **Duties of Reviewers**

#### *Contribution to Editorial Decisions*

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.

#### *Promptness*

Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.

#### *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.

#### *Standards of Objectivity*

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

#### *Acknowledgement of Sources*

Reviewers should identify relevant published work that has not been cited by the authors. Any statement that an observation, derivation, or argument had been previously reported should be accompanied by the relevant citation. A reviewer should also call to the editor's attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

#### *Disclosure and Conflict of Interest*

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have



conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

## **Duties of Authors**

### *Reporting standards*

Authors of reports of original research should present an accurate account of the work performed as well as an objective discussion of its significance. Underlying data should be represented accurately in the paper. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.

### *Data Access and Retention*

Authors are asked to provide the raw data in connection with a paper for editorial review, and should be prepared to provide public access to such data (consistent with the ALPSP-STM Statement on Data and Databases), if practicable, and should in any event be prepared to retain such data for a reasonable time after publication.

### *Originality and Plagiarism*

The authors should ensure that they have written entirely original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted.

### *Multiple, Redundant or Concurrent Publication*

An author should not in general publish manuscripts describing essentially the same research in more than one journal or primary publication. Submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behaviour and is unacceptable.

### *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.

### *Authorship of the Paper*

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors. Where there are others who have participated in certain substantive aspects of the research project, they should be acknowledged or listed as contributors. The corresponding author should ensure that all appropriate co-authors and no inappropriate co-authors are included on the paper, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication.

### *Hazards and Human or Animal Subjects*

If the work involves chemicals, procedures or equipment that have any unusual hazards inherent in their use, the author must clearly identify these in the manuscript.

### *Disclosure and Conflicts of Interest*

All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or interpretation of their manuscript. All sources of financial support for the project should be disclosed.

### *Fundamental errors in published works*

When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal editor or publisher and cooperate with the editor to retract or correct the paper.

