

# Checklist Form for Author/s

**About the Authors**

For submissions with more than one author, order authors as they are to appear on citation.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Position** | **Percentage of contribution** | **Name & Last Name** | **Affiliation** | **ORCID-email** | **Phone** |
| **First Author** |  |  |  |  |  |  |
| **Second Author** |  |  |  |  |  |  |
| **Third Author** |  |  |  |  |  |  |
| **Fourth Author** |  |  |  |  |  |  |
| **Fifth Author** |  |  |  |  |  |  |
| **Title of the Manuscript** |  |  |  |  |  |  |
| **Subject Area of the Manuscript** |  |  |  |  |  |  |

I have prepared my manuscript based on the criteria listed below and I accept all submission conditions. Indicate that this submission is ready to be considered by this journal by checking off the following.

# Checklist Form

|  |  |  |
| --- | --- | --- |
| **Num** | **Checklist** | **Check** |
| **1** | The manuscript is a report of original educational research or a discussion article on research topics in education. | **( )** |
| **2** | The submission has not been previously published, nor is under consideration by another journal. | **( )** |
| **3** | In year, I have not submitted a manuscript to IJONTE as an author or co-author for review other than this manuscript. | **( )** |
| **4** | The original manuscript is typed on A4 paper. The margins are 2.5 cm. | **( )** |
| **5** | The submission file is in Microsoft Word document file format. 10-point Tahoma font is used in entire manuscript. | **( )** |
| **6** | The title is not more than 12 words. | **( )** |
| **7** | The title of the article should be written in Tahoma, 10 pt. | **( )** |
| **8** | Author/s name should be written in Tahoma, 10 pt. | **( )** |



|  |  |  |
| --- | --- | --- |
|  |  |  |
| **9** | The abstract should be prepared in Tahoma font style, 10 font size, single line spacing, justified. Maximum 200 words. | **( )** |
| **10** | The abstract for empirical manuscripts should include very brief sub headed sections such as Purpose, Research Methods (e.g., Participants, Research Design, Data Collection, and Analysis), Findings, and Implications for Research and Practice.Conceptual manuscripts should use subheads appropriate to the conceptual argument or position promoted or discussed (e.g., Purpose, Proposed Conceptual Argument or Model, Implications). | **( )** |
| **11** | Key words; It should contain 10 font size, single line spacing and 3-5 words. Only the first word must be capital letters. | **( )** |
| **12** | The text has had the authors' names removed. If an author is cited, "Author" and year are used in the bibliography and footnotes, instead of author's name, paper title, etc. The author's name has also been removed from the document's Properties, which in Microsoft Word is found under the File menu. | **( )** |
| **13** | The format of headings, tables, figures, citations, references, and other details follow the APA style as described in the Publication Manual of the American Psychological Association, 7th edition, available from [http://www.apa.org](http://www.apa.org/) | **( )** |
| **14** | All illustrations, figures, and tables are placed within the text at the appropriate points, rather than at the end. | **( )** |
| **15** | Citations in the text of the document include the author's surname, the year of publication, and, when there is a specific quote from a source used, a page number where the quote is located in the text. | **( )** |
| **16** | The main text should be prepared 10 pt., single line spacing, with 6 pt of spacing after text and justified. Title should be 10 pt. | **( )** |
| **17** | The maximum length of the manuscript-including abstract, tables, and references is 8000 words. | **( )** |
| **18** | Order of the main parts in the manuscript is as follows:**Main title in English** (max. 12 words)**Abstract** (200 words length)**Keywords** (in English, min. three-max. five)**Introduction****Literature review** (It can also be given under introduction, update the literature and references with the article most recently published articles)**Method**(Model and design of the research)The population, sample or study group of the research Data collection tool and data analysisValidity and reliability (in both quantitative and qualitative research) The role of the researcher (in qualitative research).Ethical information**Findings****Discussion, Conclusion, And Suggestions** | **( )** |



|  |  |  |
| --- | --- | --- |
|  | **Limitations Acknowledgements (If Any) References** |  |
| **19** | Each paragraph is longer than three sentences. | **( )** |
| **20** | I have read and accept the Publishing Agreement below. PUBLISHING AGREEMENTI hereby grant and assign to IJONTE the exclusive right of first publication of my work. I represent that the work is my own original work and has not been previously published in any format, including an electronic or Web version, or accepted for publication by another party. I represent that my work contains no defamatory material and does not libel or slander any person.**I agree that:**IJONTE editors have the right to edit the work for style, readability, and appropriate length. | **( )** |
| **21** | Below are the documents that should be sent by the author(s).1. First page containing personal information (surname-institution-department- ORCID-email) and article history (project, paper, etc.) for editors. Save this page as a separate file. Do not include this page for blind review.
2. Full text file for referees that does not contain personal information (such as name-surname-institution-department-ORCID- email).
3. Ethics committee certificate (for research conducted after 2020)
4. Turnitin or identificate plagiarism report (Articles with a plagiarism rate above 15% will not be accepted)
5. Copyright agreement (Each author must sign separately. If the authors do not have the opportunity to sign separately, the responsible author can sign. Authors can also sign the copyright agreement electronically.
6. Checklist form for author/s (this form)

These forms were sent to ijonte2022@gmail.com by corresponding author. | **( )****( )****( )****( )****( )****( )****( )** |
|  |  |  |