

# AUTHOR INFORMATION

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## 1. ABOUT JOURNAL

### **Jurnal Ilmiah Perikanan dan Kelautan (JIPK) Scientific Journal of Fisheries and Marine**

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JIPK is a peer-reviewed and open access triannually (February, June and October) that published by the Faculty of Fisheries and Marine, Universitas Airlangga. The aim of JIPK is to publish exciting, empirical research, recent science development, and high-quality science that addresses fundamental questions in fisheries and marine. JIPK only accepts manuscripts written in full English and processes submitted original script related of scope to fisheries and marine science and not being published by other publishers. We publish three categories of papers; 1) Original Research Papers, 2) Critical Review Articles, and 3) Short Communications on applied or scientific research relevant to freshwater, brackish and marine environments. This journal gives readers the state of art of the theory and its applications of all aspects of fisheries and marine science. JIPK has been indexed in Scopus, DOAJ, Sinta 1, Dimensions, Crossref, and others indexing. This journal has been accredited as a 1st Grade Scientific Journal (Sinta 1) by the Ministry of Research, Technology, and Higher Education of Indonesia since 8 December 2020.

### **Focus and Scope**

The scope of this journal includes, but is not limited to the research results of: Aquaculture, Fish Diseases, Marine science, Oceanography, Aquatic resources management, Fisheries product technology, Fish capture, technology, Fishery agribusiness, Fishery biotechnology or molecular genetics, Fish health management.

## 2. AUTHORS GUIDELINES

### GUIDELINES FOR ONLINE SUBMISSION

The author should first register as author and offer to be a reviewer via the following address: <https://ejournal.unair.ac.id/JIPK/onlineSubmissions>. The author should complete those sections of the form marked with a star in as much detail as possible and when author register and then choose and tick on “Author: Able to submit items to the journal”. Following the completion of all the text boxes, the author clicks on the “Register” button to activate the registration process. The author is then brought to the online author submission interface where he/she should click on “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 the five steps of the online submission process:

- Step 1 - Starting the Submission: Select the appropriate section of the journal, i.e. Original Research Articles, Review Article, or Short Communication. The author must check-mark on the submission checklists.
- Step 2 – Uploading the Submission: To upload a manuscript to this journal, click on “Browse” on the “Upload Submission” file item, select the manuscript document file to be submitted, then click on the “Upload” button.
- Step 3 – Entering Submission Metadata: In this step, detailed author metadata should be entered, including the marked corresponding author. The manuscript title and abstract must then be uploaded by copying the text and pasting it into the text box, including keywords.
- Step 4 – Uploading Supplementary Files: A supplementary file should be uploaded containing a Covering/Submission Letter, and a Signed Copyright Transfer Agreement Form. Click on the “Browse” button, choose the file and then click on the “Upload” button.
- Step 5 – Confirming the Submission: Authors should conduct a final check of the uploaded manuscript documents at this stage. To submit the manuscript to JIPK (Jurnal Ilmiah Perikanan dan Kelautan), press the “Finish Submission” button after the document’s content has been verified. The corresponding author or principal contact will receive an acknowledgment by email and will be able to view the submission’s progress through the editorial process by logging onto the journal’s web address site.

Following submission, authors who submit a manuscript will receive an email confirming receipt enabling them to track their submission status at any time by logging onto the online submission interface. The submission tracking includes both the status of the manuscript review and editorial process.

## **GUIDELINES FOR MANUSCRIPT PREPARATION**

### **Type of Paper**

Contributions falling into the following categories will be considered for publication: Research Article, Short Communication, and Review, that are accepted which have not been submitted and would not be submitted elsewhere.

### **Research Article**

Present an original and important major advance in fisheries or marine science having a wide research scheme and deep discussion of the findings. The structure of the article consists of Introduction, Materials and Methods, Results and Discussion, Conclusion, Acknowledgment and References. This article should be typed within not excess than 15 pages or 3500-7000 words (including figures and tables).

### **Short Communication**

Based on urgency, research scope and/or depth of discussion, an article can be published as a short communication. The structure of the article consists of Introduction, Materials and Methods, Results and Discussion, Conclusion, Acknowledgment and References. The short communication (1500-3000 words) receives the same in-depth review as the Research Article.

### **Review Article**

A survey, evaluation and critical interpretation of recent research, data, and concepts in the field of fisheries or marine sciences. A review article is only submitted based on an invitation by Editor in Chief. This article should be typed within more than 15 pages or a minimum of 7000 words (including figures and tables).

## **3. COVER PAGE**

### **The Rules of First Author, Second Author, and Third author**

Manuscript has first author, co-author and corresponding author. All Author names should not contain academic title or rank. The corresponding author clearly has full responsibility for handling all stages of pre-publication and post-publication, includes: all stages of refereeing and publication. Consist of full name author and co-authors.

## **1. PLEASE, FILL IN YOUR PERSONAL IDENTITY First Author**

Name : (Author names should not contain academic title or rank)  
Affiliation :  
E-mail :  
Phone (Whatsaap) :  
Orcid ID :  
Contribution to this Manuscript :

### **Corresponding Author**

Name : (Author names should not contain academic title or rank)  
Affiliation :  
E-mail :  
Phone (Whatsaap) :  
Orcid ID :  
Contribution to this Manuscript :

### **Co-author**

Name : (Author names should not contain academic title or rank)  
Affiliation :  
E-mail :  
Phone (Whatsaap) :  
Orcid ID :  
Contribution to this Manuscript :

## **2. PLEASE, MENTION 3-5 BULLET POINTS OF RESEARCH HIGHLIGHTS**

Highlights are mandatory for this journal and the first thing they will see. They consist of a short collection of bullet points that convey the core findings of the article and should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point). The nitty gritty of highlights:

- Part of editorial consideration
- Only required for full research articles
- Must be fill 3 to 5 bullet points
- Each Highlight can be no more than 85 characters, including spaces.

- No jargon, acronyms, or abbreviations; aim for a general audience and use keywords
- Consider the reader—Highlights are the first thing they will see You can view example Highlights on our information below:

E.g.: Fish & Shellfish Immunology, Volume 95, December 2019, Pages 35 -43

1. The grass carp (*Ctenopharyngodon idella*) CYP1A was identified and analyzed.
2. Tissue distribution of CiCYP1A and the expression pattern in response to GCRV infection were analyzed.
3. CiCYP1A suppressed the promoter activity of IFN-I signaling pathway genes.
4. CiCYP1A suppressed mRNA expression levels of IFN-I.

### 3. SUGGEST THREE POTENTIAL REVIEWERS FOR THIS SUBMISSION

Use the fields below to give us contact information for each suggested reviewer, and please provide specific reasons for your suggestion in the comments box for each person. Please note that the journal may not use your suggestions, but your help is appreciated and may speed up the selection of appropriate reviewers. Note: please suggest 2 (two) foreign reviewers and 2 (one) local reviewer.

Reviewers' Field:

No. 1:

Foreigner Reviewer 1	
Full Name	
Position /Department	
Institution	
No Hp (Whatsaap)	
E-mail Address	
Reason	

No. 2:

Foreigner Reviewer 2	
Full Name	
Position/Department	
Institution	

No Hp (Whatsaap)	
E-mail Address	
Reason	

No. 3:

Foreigner Reviewer 3	
Full Name	
Position/Department	
Institution	
No Hp (Whatsaap)	
E-mail Address	
Reason	

No. 4:

Local Reviewer	
Full Name	
Position/Department	
Institution	
No Hp (Whatsaap)	
E-mail Address	
Reason	

No. 5:

Local Reviewer	
Full Name	
Position/Department	
Institution	
No Hp (Whatsaap)	

E-mail Address	
Reason	

#### **4. ROUTE OF JOB DESCRIPTION OF PUBLICATION PROCEDURE IN JIPK**

##### **1. ROUTE 1**

- Checking if there is any manuscript submission in the website.
- If there is available, download the original file and supplement files (usually consists of cover page & declaration page).
- Original file is forwarded to the admin secretary for Turnitin application (check plagiarism). If author does not include the supplement files, it must be requested to the author via email (request email is sent along with pre-review in route 2. Note: author declaration is not compulsory). Meanwhile, if author already includes the supplement files, forward files the files to admin journal for archive.

##### **2. ROUTE 2**

- Checking the quality content of the manuscript (based on manuscript template of JIPK guide for author)
- Checking the plagiarism percentage of the manuscript by the admin secretary and SECTION EDITOR appointment
- Assigning a checklist for pre-review whether the manuscript is compatible with manuscript template of JIPK guide for author
- Send back the pre-review to the author for revision along with cover page request (if there is not any), tables, and figures in jpg/jpeg format with HD quality for layout need. Deadline for pre-review revision is 3-4 days based on whether it is minor or major revision. Note: if it is already due date, remind the author every day
- If the author already sends the revision, editor team gets to decide whether to accept, reject or revised the manuscript again before forwarding to the reviewers

##### **3. ROUTE 3**

- SECTION EDITOR looks for the reviewers. SECTION EDITOR usually already has their own reviewer, but if SECTION EDITOR is having a hard time to choose the reviewers, it can be helped by looking at the reviewer recommendations whom the author gives in cover page form

- Reviewers consist of 2 people in minimum, one of which is Asia and the other one is foreigner or all reviewers are foreigner
- Review process is conducted in 10 days maximum. Reminder is done in D-3 and D-day
- Monitoring the email flow between SECTION EDITOR and reviewers to help reminding the reviewers if SECTION EDITOR forgets or has another business
- After the review process is done, SECTION EDITOR sends the manuscript back to the author for revision (make sure to wait until 2 reviewers are done reviewing). The deadline for author to revise the manuscript is 10 days
- Make sure the reviewers already complete the form review from SECTION EDITOR since this form will be used to submit the data in website and to list the reviewers for archive
- After the manuscript is revised by author, SECTION EDITOR sends it back to the reviewers to check if it is really revised accordingly

#### **4. ROUTE 4**

- SECTION EDITOR forwards the manuscript to the editor to decide through internal meeting by editorial team of JIPK and based on the consideration from reviewers whether it is worth to be published, it needs revision again or it is fully rejected
- If the manuscript needs to be revised again, the due date is 5 days maximum

#### **5. ROUTE 5**

- The accepted manuscript is final edited by the copyeditor
- The manuscript is proofread by professional proofreader(s) then sent back to the author for revision
- After that, the manuscript is through layout process based on JIPK's publication standard, galley changes to PDF file, and make link the references in content PDF

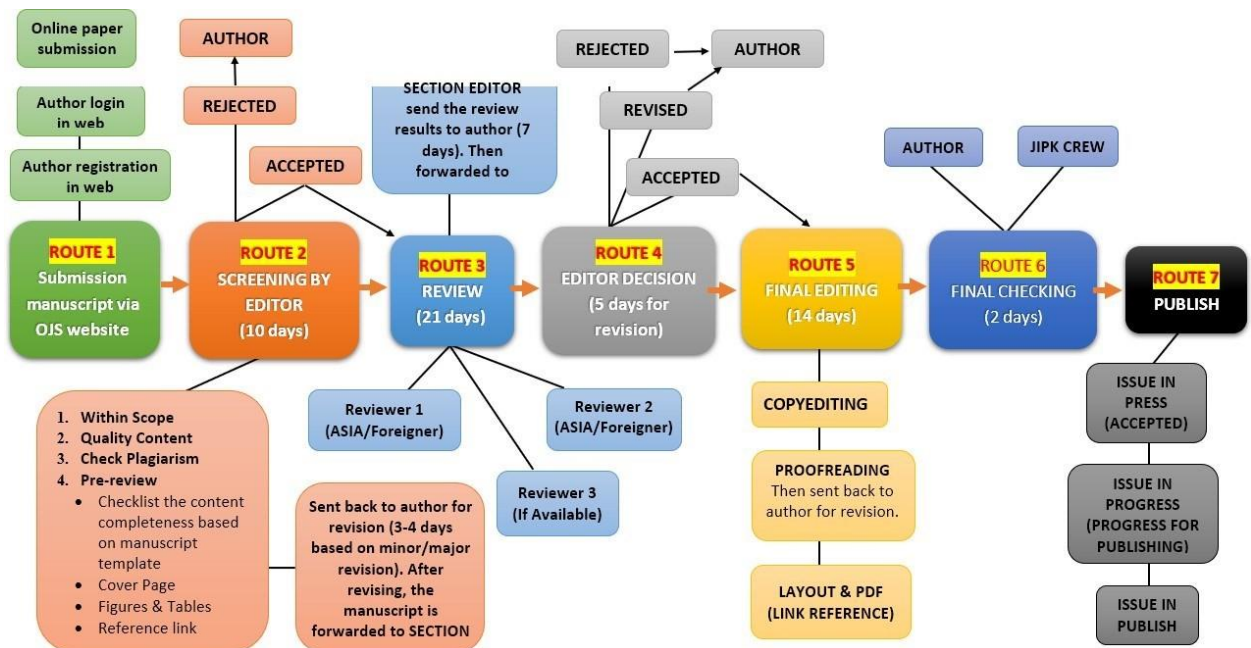
#### **6. ROUTE 6**

- Final checking is done by author and JIPK crew to double check the manuscript before it is published

#### **7. ROUTE 7**

- If the manuscript does not need a revision, it will be grouped into 3 types of publication, namely Issue in Press (All Accepted manuscripts/articles are pre-published temporarily in "Article in Press of JIPK journal" and are not assigned to volume/issue number yet. That is mean all articles in this pre-issue are in waiting for formal publishing in a next issue. Please be noted that DOI number in this In Press issue is not registered yet.), Issue in Progress (This issue is still in progress for publishing, and not published officially yet. Therefore, the number of articles will be completed), and Issue in Publish (the manuscript published is in accordance with the volume and issue).





## 5. ARTICLE PROCESSING CHARGE

### Article Submission: 0.00 (IDR)

There is no article submission charge. However, there is an article-processing charge which is due when an article is accepted to be published in this journal.

For publication Vol. 16 No. 2, this journal charges the following article processing charge:

### Article Publication: 200 (USD)

Authors whose articles are published will receive a Letter of Acceptance and must pay a contribution of 200 (USD).

### Article Processing Charge

Payment through Bank Mandiri No. Virtual Account 896680000000208

After the author pay the APC, author should inform the proof of payment through email: [jipk@fpk.unair.ac.id](mailto:jipk@fpk.unair.ac.id).

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