

## Guide for Authors

# Guidelines for Authors

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*Space Ontology International Journal (SOIJ)* is a high quality open access peer reviewed research journal that is published by Islamic azad university, Qazvin branch (QIAU). *Space Ontology International Journal* providing a platform for the researchers, academicians, professional, practitioners and students to impart and share knowledge in the form of high quality empirical and theoretical research papers, case studies, literature reviews and book reviews. *Space Ontology International Journal (SOIJ)* publishes original and quality research, conceptual papers and book reviews quarterly (spring, summer, fall and winter) related to Architecture, Urban Design and Planning. *Space Ontology International Journal* welcomes and acknowledges high quality research from all over the world. The Editor-in-Chief of the *Space Ontology International Journal (SOIJ)* invites authors to submit manuscripts.

### Aspects

- Architecture
- Architecture Special Topics
- General & Introductory Architecture
- Urban design
- Urban design & Planning
- Landscape Design
- Urban Development
- Professional Practice
- Built & Natural Environment

For detailed information on the range of the Journals' concerns, and topics in previous issues of the journal, visit the journal's website: <http://soij.qiau.ac.ir>

### Online Submission

All submissions must be original pieces and should not have been published or be under consideration elsewhere

1) Via Electronic: possible, new submissions should be sent through our website: <http://soij.qiau.ac.ir>

2) Via e-mail: please ensure that the paper meets our guidelines (see below) and then send as an MS-Word file attached to an e-mail, to: [arcj@qiau.ac.ir](mailto:arcj@qiau.ac.ir)

### Please read these instructions carefully:

- Articles must be typed in MS –Word 2007
  - Use the of “Times New Roman” font for all of the articles parts.
  - Title (17-point-Bold)
  - Name and affiliation of author(s) (13- point for Names and 8-point for addresses)
  - Abstract (9-point)
  - Keywords (9-point)
  - Introduction and other section (10-point)
  - Tables, figures and other art work (9-point)

- The paper is not being submitted to any other journal simultaneously.
- Articles for submission should be within the range of **8,000 to 10,000 words** (including text, abstract, notes, and references).
- Manuscripts must include a title page that provides the following information:
  - Manuscript Title
  - Manuscript Category (i.e. Article, Perspective, or Letter)
  - Author Information
  - Author(s) Name
  - Institutional Affiliation
  - Postal Address
  - Email Address
  - Phone Number
- Please prepare a separate title page should include the full title, the author's name (listed vertically if more than one), the institutional affiliation of each author.
- Articles should include an abstract of 150–250 words.
- Titles of articles should be brief, attractive and accurate in describing what the paper is about.
- Keywords should be provided for all submissions (minimum of three, maximum of seven).
- Introduction provide an adequate background, avoiding a detailed literature survey or a summary of the results.
- Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc.
- Headings and sub-headings within the text should be short and clear. uses the following hierarchy of headings within the text:
  - HEADING LEVEL A**
  - Heading Level B**
  - Heading Level C
- Tables, figures, appendices etc. embedded in the text.
- Please submit tables as editable text and not as images.
- Artwork (images, figures, graphs, maps etc.) must be clear no less than 300 dpi .
- Headings should be placed above each table and should follow this layout:

Table 1. ....

- Headings should be placed under each figure and should follow this layout:

Figure 5. ....

- Results should be clear and concise.
- Appendix If there is more than one , they should be identified as A, B, etc.
- Articles should be ***In-text Citations*** (Bahrainy, 2015: 1–16)
- Use footnotes rather than endnotes.
- Use References rather than endnotes following examples:

### Journal articles:

Tabibian, M. and Shabanjoola, E. (2015) '*Comparison of pedestrian safety in old and new neighborhoods (A case study of Qazvin)*', *Space Ontology International Journal(SOIJ)* 5(1): 1–8.

### **Books:**

Mosse, D. (2005) *Cultivating Development: An Ethnography of Aid Policy and Practice*. London: Pluto Press.

### **Online Resources:**

Galtung, J. (2003) 'Rethinking Conflict: The Cultural Approach'. Speech delivered at the Informal Meeting of the European Ministers responsible for Cultural Affairs, Council of Europe, Strasbourg (17–18 February). [www.coe.int/T/E/Cultural\\_Co-operation/](http://www.coe.int/T/E/Cultural_Co-operation/) (accessed 8 August 2006).

### **Before You Begin**

- Before submitting an article, authors should look at recently published articles to make sure that their work fits into the broader debates and scholarship promoted by