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|  Enacted Dec. 2014 | Revised Jan. 2020 |
|  Revised Jan. 2017 | Revised May 2020 |
| Revised Jan. 2019 |  Revised Jan. 2021 |
| Revised May 2019 |  |

AIMS & SCOPE



1. The Journal of Korean Association for Qualitative Research (JKAQR) is a peer-reviewed journal of the Korean Association for Qualitative Research (KAQR). This journal aims to promote practice, education, and research by building new body of knowledge through qualitative research. The journal welcomes studies using various qualitative research methods, review papers, quantitative studies related to qualitative research, studies on concept development or analysis, studies using Q methodology, meta-analysis, etc. Other papers can be also published in this journal according to decision of the Editorial Board.

2. This journal is published 2 times per year (May 31st and November 30th ).

ETHICAL CONSIDERATIONS

1. For studies to be conducted with human subjects, authors must include a statement that informed consent and patient anonymity be confirmed under the provisions of the Declaration of Helsinki(<https://www.wma.net/policies-post/wma-declarationof-helsinki-ethical-principles-for-medical-research-involvinghuman-subjects/>).

2. Studies to be conducted with animal subjects must state that the work was performed according to NIH Guide for the Care and Use of Laboratory Animals <https://grants.nih.gov/grants/olaw/guide-for-the-care-and-use-of-laboratory-animals_prepub.pdf>). Experiments involving animals should be reviewed by a suitably constituted Ethics Committee of the Institution for the care and use of animals. If necessary, the author(s) may be requested to submit copies of the written informed consent from human subjects and approval documents of an Institutional Review Board to the Editorial Board.

3. Authors contributing papers to the journal shall be free from following fraudulence or unethical misconduct by following the standards (COPE, <http://publicationethics.org>) presented in the COPE Flowcharts:

1) Forgery: recording or reporting materials or research outputs which have been falsified.

2) Alterations: manipulating research materials, equipment or process and /or changing or omitting materials or research outputs so as to render research records untrue.

3) Plagiarism: appropriating others’ ideas, processes, output, or records in an unauthorized manner.

4. This journal prohibits duplicate submission and duplicate publication of the manuscript. A manuscript published or under review process in another journal is not allowed to submit to this journal. Papers published or under review process in this journal cannot be published in other journals.

1) Improperly Duplicated Publication: This refers to cases of authors published identical or papers similar to other or his/her previous works without expressing the original sources there of with intentions to attain unlawful profits such as securing research grants or academic accomplishment, etc.

2) If authors wish to pursue a secondary publication of the manuscript in another language, they should obtain approval from the Editor-in-Chief of both related journals.

3) The Editorial Board will decide whether the relevant manuscript is duplicately published or not.

5. Manuscripts that contain research misconduct such as falsification, fabrication, or plagiarism in reporting research results will be subject to review by the ethics committee meeting for rejection. The ethics committee will discuss and adjudicate cases of suspected publication malpractice according to deliberation procedure of “preliminary investigation”, “main investigation” and “judgment”.

6. Treatments of cases in violation of research ethics are as follows:

1) The revocation with reasons behind the revocation of corresponding papers of violation shall be specified clearly, be opened to the public, and be preserved.

2) Author(s) of the case(s) of violation shall be prohibited from contributing papers to the JKAQR at least more than three years.

3) The case(s) of violation shall be notified through the KAQR homepage and the JKAQR.

MANUSCRIPT SUBMISSION

1. Types of Publication

JKAQR publishes the following types of papers.

1) Qualitative research

2) Review papers

3) Quantitative research related to qualitative research

4) Others: Concept analysis, research using Q methodology, meta- analysis, etc.

2. Regular members and special members of the KAQR can submit manuscript(s) to the JKAQR and the first author and corresponding author should be members of the KAQR. If authors are non-members of the KAQR, they can submit a paper under the following condition(s):

1) When they conduct a study with a member of the KAQR or

2) When they are invited by the Editorial committee member(s).

3. If the manuscript is from master's thesis or doctoral dissertation, the author must disclose that the manuscript is the product of his/her thesis or a dissertation for an academic degree. The first author must be the recipient of the academic degree from the work presented in the manuscript.

4. Any manuscript which does not meet the instruction for authors shall not be accepted. Any changes in the authorship (addition, deletion or change in order of authorship) must be approved by the Editorial Board prior to the manuscript's acceptance for publication.

5. Manuscript submission process

1) Manuscripts should be submitted electronically via the submission system of the KAQR (<http://submission.kaqrn.or.kr/>). The main body of the paper (including the references, tables, or figures) should not include any identifying information, such as the authors’ names or affiliations, to ensure a blind review. Authors will be required to complete the Manuscript Checklist and to submit a confirmation document of plagiarism test during the submission process. Authors can also use the linked banner for testing plagiarism of a manuscript in the submission system of the KAQR (<http://submission.kaqrn.or.kr/>).

2) All authors of accepted manuscripts must sign a copy of the Journal's "Transfer of Copyright Agreement" form, scan the signed PDF file and submit it with a final version of manuscript in the submission system of the KAQR(<http://submission.kaqrn.or.kr/>) of prior to the publication. For the copyrights of all material published in KAQR, identify Creative Commons (Attribution-NonDerives. http://creativecommons.org).

3) If there are many submitted manuscripts, manuscripts are reviewed and published according to the order received.

MANUSCRIPT PREPARATION AND FORMAT (General guideline)

1. Manuscripts should be written in Korean or English. The references and abstracts of manuscripts should be written in English.

2. Manuscripts must be prepared according to the National Library of Medicine (NLM) Style Guide for Authors, Editors, and Publishers (<http://www.nlm.nih.gov/citingmedicine>). If there are any discrepancies between the KAQR guidelines and the NLM Manual, the former should take precedence.

3. The length of manuscript should not exceed 30 pages in Korean or 9,000 words in English including abstract, references, tables, figures, and any supplemental digital content. The Editor in Chief of the JKAQR can decide whether to permit a manuscript more than 30 pages.

4. The paper setting should be A4, and with Hangeul (hwp) or Microsoft word. Formatting requirements are as follows: texts written in Korean should be ‘shinmyoungjo’, 10point font size, 200% line-spaced with margins of top 30 mm, bottom 25 mm, left 25 mm, and right 25 mm. Texts written in English should be double-spaced, Times New Roman, 12point font size, and left aligned. Tables, table captions, figures and figure captions should be 100% line-spaced or single-spaced. Page numbers are placed at the bottom of each page.

5. Academic terminology should be written in terms allowed by author’s discipline field. In the case of nursing or health related manuscript, it is based on the recent edition of "Standard Nursing Terminology" published by Korean Society of Nursing Science (http://www.kan.or.kr/kor/sp\_library/sp\_library02.php?mode=view&number=3704&page=1&b\_name=nurse\_data) and “English-Korean Medical Terminology”(<http://term.kma.org/medical_dic_/medical_dic_5th.aspx>) published by Korean Medical Association Academic Terminology.

6. Expand all abbreviations and show abbreviations in the brackets at first mention in the text. Do not use abbreviations in the title. The p as a significant probability should be lowercase and italicized.

7. Standard abbreviated words and units refer to The NLM (National Library of Medicine) Style Guide for Authors, Editors, and Publishers, 2nd Edition (2007) (<http://www.nlm.nih.gov/citingmedicine>).

8. A space is required between English text and the parentheses or between number and the parentheses. There is no space between Korean text and the parentheses.

9. Authors should get permission to use measurements for their studies from the copyright owners.

10. Generic names should be used. When proprietary brands are used in research, include the name of the brand and the manufacturer, city (state), and nationality in parentheses after the first mention of the generic name in the Methods section. Brand names are identified by such logos: TM, ®, etc. Use brand names only when necessary.

COMPOSITION OF MANUSCRIPTS

1. The composition of manuscripts shall be in the following order: title page, abstract, main text, references, tables, figures, and appendices. Each section begins on a new page. The main body of the paper (including the references, figures, tables, and appendices) should not include any identifying information, such as the authors' names or affiliations, to ensure a blind review.

2. Title page

The following should be included on the title page: (1) the title of the article, (2) running head, (3) type of manuscript, (4) all authors’ names and affiliations (department, location, and ORCID numbers) in Korean and English, (To register on ORCID, visit https://orcid.org). (5) the corresponding author’s name, complete address, phone number, fax number and e-mail address, (6) any acknowledgments, credits, or disclaimers, including funding sources and conflicts of interest\*, 7) key words in Korean.

 \* The corresponding author of an article is asked to inform the Editor of the authors’ potential conflicts of interest that may have influenced the research or interpretation of data. Examples of Potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grant or other submission. If there are no conflicts of interest, then please state this: ‘Conflicts of interest: none’.

3. Abstract

An abstract of no more than 250 words for articles (excluding tile of the article) should be typed double-spaced on a separate page. It

should cover the main factual points, including purpose, methods,

results, and conclusion. Three to five English key words should be accompanied by an abstract. In the case of health related manuscript, it refers Medical Subject Headings (MeSH, [www.ncbi.nlm.nih.gov/mesh/meshhome.html](http://www.ncbi.nlm.nih.gov/mesh/meshhome.html)).

4. Main Text

1) The main text of articles is usually divided into sections with the following headings: Introduction, Methods, Results, Discussion, and Conclusions. Articles may need subheadings within certain sections to clarify their content.

2) Introduction: A brief background, references to the most pertinent papers general enough to inform readers, and the relevant findings of others should be included. It is recommended that the introduction includes a “general and specific background,” “debating issues,” and the “specific purpose of this study.”

3) Methods: Describes the study design, setting, and samples, data collection/procedure, ethical considerations, and data analysis used.

4) Results: Describes the main results logically using text, tables, and figures in a concise paragraph. This section should be the most descriptive.

5) Discussion: Discussion should be based only on the reported results. The data should be interpreted concisely without repeating the materials already presented in the results section.

6) Conclusions: States the conclusions and recommendations for further study. Do not summarize the study results.

TABLES AND FIGURES

1. Tables/Figures should be placed on a separate page and written in English, but not duplicate. There should be no more than five tables and figures in total.

2. Tables, figures and photos should be self-contained and complement the information contained in the text.

3. Principles for creating tables

1) All lines of tables should be single. Vertical lines are not acceptable.

2) The title of the table should be placed on the top of the table and the first letters of important words should be capitalized (e.g., Table 1. Overall Responses to Question Types).

3) Tables, as well as figures, should be numbered consecutively in arabic numerals.

4) Define abbreviations used in the tables/figures at the bottom of a table/figure (e.g., HR = Heart rate; T = Temperature).

5) Table footnotes should be indicated with superscript symbols (\*, †, ‡, §,∥, ¶, #, \*\*, ††) in sequence.

6) Mean and percentage (%) should be rounded off to one decimal place (e.g., 37.2 years old, 24.7%). Means, standard deviations, and a test statistic should be rounded off to two decimal places (e.g., p = .002, 23.98 ±3.47).

7) Only if the number of statistical data can be more than 1, 0 shall be placed in front of the decimal point, otherwise do not write "0" before the decimal point (e.g., t=0.26, F=0.92, *p*<.001, r=.14, R2=.61).

8) The significance level should be rounded off to three decimal places (e.g., *p*=.003). If a p-value is .000, it shall be indicated as p<.001. If p-values have to be reported using footnotes, \*, \*\* shall be used (e.g., \**p*<.05, \*\**p*<.01). The significant probability 'p' should be written in a small italic letter.

4. Principles for creating figures and photos

1) The title of the figure should be placed below the figure, with the first letter of the figure title capitalized (e.g., Mean responses to questions by student grade categories).

2) The size of the tables and pictures should be more than 102 × 152 mm (4 × 6 inches) and should be less than 203 × 254 mm (8 × 10 inches).

3) When there are two or more figures for the same number, an alphabetically sequential letter should be placed after the Arabic number. (e.g., Figure 1-A, Figure 1-B).

4) Symbols used in the graph should be written in the order of ●, ■, ▲, ◆, ○, □, △, ◇.

REFERENCES

1. References should be written in English and listed according to the NLM style guide for authors, Editors, and publishers, 2nd Edition, 2007 (http://www.nlm.nih.gov/citingmedicine).

2. Citation in the text

References should be numbered serially in the order of appearance in the text, with numbers in brackets [ ]. When multiple references are cited together, use commas to indicate a series of non-inclusive numbers (e.g., [1], [2,3], [4–6], or [7–9,13]). If a reference is cited more than once, use the original reference number. If there are one or two authors, include the last name of each. If there are three or more authors, include only the last name of the first author followed by “et al.” (e.g., Beck [3], Jo & Kim [7], Cox et al. [11]).

3. Reference lists

References should be listed on a separate sheet at the end of the paper in the order of citation. Authors are responsible for the accuracy and completeness of their references and correct text citations. The number of references should be 50 or less for a regular article. A manuscript on meta-analysis or systematic reviews have no limit on references.

1) Journals

(1) For six or fewer authors, list all authors, list all authors

Cho OH, Yoo YS, Kim NC. Efficacy of comprehensive group rehabilitation for women with early breast cancer in South Korea. Nursing & Health Sciences. 2006;8(3):140-146.

http://dx.doi.org/10.1111/j.1442-2018.2006.00271.x

(2) For more than six authors, list the first six followed by et al. Bang KS, Kang JH, Jun MH, Kim HS, Son HM, Yu SJ, et al. Professional values in Korean undergraduate nursing students. Nurse Education Today. 2011;31(1):72-75. <http://dx.doi.org/10.1016/j.nedt.2010.03.019>

(3) Forthcoming Journal Articles

∙ Heale R, Dickieson P, Carter L, Wenghofer EF. Nurse practitioners’ perceptions of interprofessional team functioning with implications for nurse managers. Journal of Nursing Management. Forthcoming 2013 May 9.

∙ Scerri J, Cassar R. Qualitative study on the placement of Huntington disease patients in a psychiatric hospital: Perceptions of Maltese nurses. Nursing & Health Sciences. 2013. Forthcoming.

2) Periodicals or magazines

Rutan C. Creating healthy habits in children. Parish Nurse Newsletter. 2012 May 15:5–6.

3) Newspaper Articles

Cho CU. Stem cell windpipe gives Korean toddler new life. The Korea Herald. 2013 May 2; Sect. 01.

4) Books

(1) Entire book

Peate I. The student‘s guide to becoming a nurse. 2nd ed. Chichester WS: John Wiley & Sons; 2012. p. 59–90.

(2) Entire book on the internet

Richardson ML. Approaches to differential diagnosis in musculoskeletal imaging [Internet]. Version 2.0. Seattle (WA): University of Washington School of Medicine; c2000 [revised 2001 Oct 1; cited 2006 Nov 1]. Available from: <http://www.rad.washington.edu/mskbook/index.html>.

(3) Chapter in an edited book

Winawar S, Lipkin M. Proliferative abnormalities in the gastrointestinal tract. In: Card WI, Creamer B, Editors. Modern Trends in Gastroenterology. 4th ed. London, England: Butterworth & Co; 1970. p. 11–25.

(4) Book with author(s) and translator(s)

Stein E. Anorectal and colon diseases: Textbook and color atlas of proctology. 1st Engl. Ed. Burdorf WH, translator. Berlin: Springer; c2003. p. 522–523.

5) Scientific and Technical Reports

Page E, Harney JM. Health hazard evaluation report. Cincinnati (OH): National Institute for Occupational

Safety and Health (US); 2001 Feb. Report No.: HETA2000-0139-2824.

6) Entire Dissertations and Theses

It is recommended not to cite dissertation or theses, if it’s necessary it can be cited less than 10% of the references.

(1) Dissertations

Zhao C. Development of nanoelectrospray and application to protein research and drug discovery [dissertation]. Buffalo (NY): State University of New York at Buffalo; 2005. p. 1-276.

(2) Theses

Weisbaum LD. Human sexuality of children and adolescents: A comprehensive training guide for social work professionals [master’s thesis]. Long Beach (CA): California State University, Long Beach; 2005. p. 1-101.

7) Unpublished Proceedings (Oral Session)

∙ Bernhardt A, Weiss C, Breuer J, Kumpf M, Sieverding L. The clinical relevance of an elevated lactate level after surgery for congenital heart disease. Paper presented at: Myocardial cell damage and myocardial protection. 3rd International Symposium on the Pathophysiology of Cardiopulmonary Bypass; 2000 Dec 16; Aachen, Germany.

∙ Thabet A. Clinical value of two serial pulmonary embolism-protocol CT studies performed within ten days. Paper presented at: Annual Scientific Meeting and Postgraduate Course of the American Society of Emergency Radiology; 2006 Sep 27–30; Washington, DC.

8) Unpublished Proceedings (Poster Session)

∙ Chasman J, Kaplan RF. The effects of occupation on preserved cognitive functioning in dementia. Poster session presented at: Excellence in clinical practice. 4th Annual Conference of the American Academy of Clinical Neuropsychology; 2006 Jun 15–17; Philadelphia, PA.

∙ Rao RM, Lord GM, Choe H, Lichtman AH, Luscinskas FW, Glimcher LH. The transcription T-bet is required for optimal proinflammatory traffickin g of CD4+ T cells. Poster session presented at: 25th European Workshop for Rheumatology Research; 2005 Feb 24–27; Glasgow, UK.

9) Published Proceedings

∙ Arendt, T. Alzheimer’s disease as a disorder of dynamic brain self-organization. In: van Pelt J, Kamermans M, Levelt CN, van Ooyen A, Ramakers GJ, Roelfsema PR, Editors. Development, dynamics, and pathology of neuronal networks: from molecules to functional circuits. Proceedings of the 23rd International Summer School of Brain Research; 2003 Aug 25–29; Royal Netherlands Academy of Arts and Sciences, Amsterdam, the Netherlands. Amsterdam (Netherlands): Elsevier; 2005. p. 355–378.

∙ Rice AS, Farquhar-Smith WP, Bridges D, Brooks JW. Canabinoids and pain. In: Dostorovsky JO, Carr DB, Koltzenburg M, Editors. Proceedings of the 10th World Congress on Pain; 2002 Aug 17–22; San Diego, CA. Seattle (WA): IASP Press; c2003. p. 437–468.

10) Web

∙ Complementary/Integrative Medicine [Internet]. Houston: University of Texas, M. D. Anderson Cancer Center; c2007 [cited 2007 Feb 21]. Available from: [http://www.mdander\-son.org/departments/CIMER/](http://www.mdander/-son.org/departments/CIMER/).

∙ AMA: helping doctors help patients [Internet]. Chicago: American Medical Association; c1995-2007 [cited 2007 Feb 22]. Available from: http://www.ama-assn.org/.

PEER REVIEW

1. Manuscripts will undergo a double blind peer review by three reviewers.

2. Authors will receive the reviewer's comments. If the manuscript is subjected to publication, the author will be asked to respond to the reviewer's comments within 2 weeks. Authors should carefully follow the instructions provided in the Editor's letter and submit both a clean copy of a revised version of the manuscript and an annotated copy describing the changes authors have made. If there is an author’s request, the deadline for submission can be extended by the Editor in chief of the JKAQR.

3. The editor-in-chief will review and make the final decision regarding the manuscript's publication based on the reviewers' comments and the scientific merits of the manuscript. If necessary, the Editorial Board may consult statisticians during the review process.

4. All authors are responsible for the following fees: Publication fee, special typesetting fee, and the printing fee for separate volumes of the paper.

5. Details on reviewing a manuscript follow the guideline for reviewers.