



**Ewha Womans University  
Institute of Unification Studies**

**SUBMISSION MANUAL  
JOURNAL OF PEACE AND UNIFICATION**

**1. MANUSCRIPT SUBMISSION INSTRUCTIONS**

- Paper contributors are responsible to obtain permissions for publication or use in electronic media for the materials they do not have copyright, and the fact that appropriate approvals have been made should be indicated in the manuscript.
- Papers should be submitted with the author's name, institution, title, address, telephone/fax number, and other important information.
- Papers should be submitted to [tongilej@ewha.ac.kr](mailto:tongilej@ewha.ac.kr) by email. Manuscripts should be typed in Microsoft Word format, at 12 pt font Times New Roman.
- Papers submitted to this journal must be original and have not been submitted or accepted to be published elsewhere. Once published in this journal, the copyright remains with the publishing institution of the journal. Submitted manuscripts are not returned.
- All authors of the papers submitted to the journal should hand in the Declaration of Ethical Conduct in Research and Copyright Transfer Agreement along with the manuscript. (Established on March 24, 2020)
- Research using humans and human-derived materials should be reviewed by the Institutional Review Board (IRB) in advance. (Established on March 24, 2020)
- For the papers funded for the research, an address of thanks to be indicated according to the form manual "3. The Manuscript Preparation." (Established on March 24, 2020)

**2. RESEARCH ETHICS REGULATIONS**

**Article 1 (Objectives)**

The fundamental objective of Research Ethics Regulations is to prevent unjustified ethical conduct by the authors of *Journal of Peace and Unification* (JPU hereafter).

**Article 2 (Scope of Unjustified Research Conduct)**

Creating non-existent data or research results; plagiarism, i.e. using someone else's research content or ideas without proper permission or indication of citation; and any other act that is not generally consented in the academic field are regarded as an unjustified research conduct.

**Article 3 (Prohibition of Unjustified Research Conduct)**

Manuscripts with content applicable to the unjustified research conduct specified in Article 2 shall not be published.

**Article 4 (Research Ethics Committee)**

The Research Ethics Committee consists of five experts, including at least three members of Editorial Board of JPU, and has the authority to investigate in case of any suspicion. JPU editors are appointed by the committee members and the committee.

**Article 5 (Protection of Contributors)**

Contributors to JPU have the right to use convenience of any communication in order to appeal to the accusation of unjustified research conduct against them. The committee will protect the interests of contributors.

Article 6 (Period of Investigation)

The committee should come up with a conclusion within two months from the beginning of an investigation.

Article 7 (Research on Humans)

All research regarding to humans or human-derived materials must be reviewed by the Institutional Review Board (IRB) in advance according to the 「Bioethics and Safety Act」.The Editorial Board may request submission of documents confirming

whether the IRB has approved or deliberation on the subject was exempted. (Established on March 24, 2020)

Article 8 (Term of Validity)

The regulations are effective as of March 24, 2020 (the last revision date).

Article 9 (Revision of Regulations)

The Regulations can be revised by the decision of the Editorial Board of JPU.

3. MANUSCRIPT PREPARATION

All pages of a paper including references should be double-spaced. Each page should be given one inch margin on the top, bottom and left and right sides. Total word count should not exceed 8,000 words, including appendices, tables and references. The content of a manuscript should be divided into six parts: (1) titles and abstracts, (2) text with endnotes, (3) references, (4) tables, (5) figures or illustrations, and (6) appendices.

1) The title and abstract should be on one page. The abstract should not exceed 120 words, and any information about the author’s identity should not appear on the page. Below the abstract, a list of about five keywords representing the article should be included.

2) Format and Usage

(A) Titles and Subtitles should be typed in bold letters and write the initial letter of each content word in capitals. Headings should be numbered in Roman numerals, and subheadings as 1, 2, 3,... ; (1), (2), (3), ... ; A, B, C,... and so forth as follows:

- I.
- 1.
- (1)
- A.

(B) Tables and Figures should be appropriately arranged in the center to the relevant body of the text, and headings including sources and years should be shown on the top of tables and below figures as in the following:

Table 1. 2016-2019 Status of North Korean Defectors Entering South Korea (Ministry of Unification, 2019)

Gender (Number)	Year		
	2016	2017	2018
Male (Number)	302	188	168
Female (Number)	1,116	939	969
Total (Number)	1,418	1,127	1,137

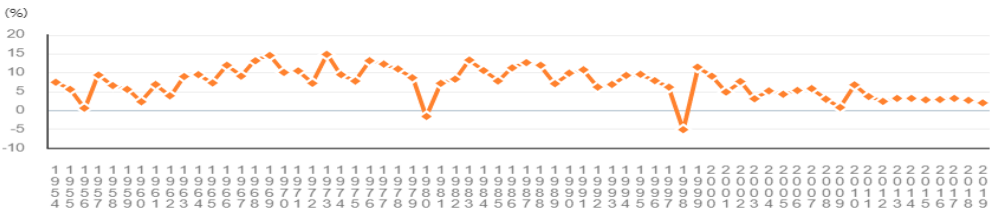


Figure 1. Economic Growth Rate (Bank of Korea, 2020)

### 3) Indication of Sources

(A) **In-Text Citations and Reference List** follow the notation below.

- o Notate the last name and the year of publication in parentheses: (Goulder, 1963).
- o For joint authors, list the last names: (Smith & Goulder, 1988).
- o For institutional authorship, notate a full identity information: (U.S. Bureau of the Census, 1963)
- o Set apart a series of references with semi-colons: (Gibson & Bingham, 1985; Gross & Kinder 1996; Marcus et al. 1995).
- o Use a period at the end of a sentence. If parentheses come at the end of a sentence, put a period after the parentheses: .... (Kim, 2007) → ... (Kim, 2007).
- o When writing a list of references, for materials only in Korean without English titles, the titles should be Romanized according to the rules of Revised Romanization System established in 2000 by the Ministry of Culture, Sports and Tourism. Use a hyphen (-) in front of a postposition.
- o Depending on the type of data, the format in the examples below should be followed.

Type of Material	Notation Form in the Text Citation	Notation Form in the References
Journal Article	(Kim, 2019)	Kim, S. (2019). A Study on the Disposal of Real Estate in North Korea after Unification of South and North Korea. <i>Unification and North Korean Law Studies</i> , 22, 81–100. <a href="https://doi.org/10.31999/sonkl.2019.22.81">https://doi.org/10.31999/sonkl.2019.22.81</a>
	(Grady et al., 2019; Jerrentrup et al., 2018)	Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. <i>Psychology of Popular Media Culture</i> , 8(3), 207–217. <a href="https://doi.org/10.1037/ppm0000185">https://doi.org/10.1037/ppm0000185</a> Jerrentrup, A., Mueller, T., Glowalla, U., Herder, M., Henrichs, N., Neubauer, A., & Schaefer, J. R. (2018). Teaching medicine with the help of “Dr. House”. <i>PLoS ONE</i> , 13(3), Article e0193972. <a href="https://doi.org/10.1371/journal.pone.0193972">https://doi.org/10.1371/journal.pone.0193972</a>
	(Park, 2010)	Park, S. S. (2010). Korean Peninsula Unification and Korean Civil Society. <i>Bukhan Yeongu Hakhoibo</i> , 14(2), 77-104.
Magazine Article	(Schaefer & Shapiro, 2019; Schulman, 2019)	Schaefer, N. K., & Shapiro, B. (2019, September 6). New middle chapter in the story of human evolution. <i>Science</i> , 365(6457), 981–982. <a href="https://doi.org/10.1126/science.aay3550">https://doi.org/10.1126/science.aay3550</a> Schulman, M. (2019, September 9). Superfans: A love story. <i>The New Yorker</i> . <a href="https://www.newyorker.com/magazine/2019/09/16/superfans-a-love-story">https://www.newyorker.com/magazine/2019/09/16/superfans-a-love-story</a>
Newspaper Article	(Carey, 2019)	Carey, B. (2019, March 22). Can we get better at forgetting? <i>The New York Times</i> . <a href="https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html">https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html</a>
Whole Book	(Rabinowitz, 2019; Sapolsky, 2017)	Rabinowitz, F. E. (2019). <i>Deepening group psychotherapy with men: Stories and insights for the journey</i> . American Psychological Association. <a href="https://doi.org/10.1037/0000132-000">https://doi.org/10.1037/0000132-000</a> Sapolsky, R. M. (2017). <i>Behave: The biology of humans at our best and worst</i> . Penguin Books.
	(Jang, 2002)	Jang, W. J. (2002). <i>Joseon Minjog-ui Yeogsajeok Ppuri</i> . Social Sciences publishing House.

<b>Edited Book Chapter</b>	(Aron et al., 2019)	Aron, L., Botella, M., & Lubart, T. (2019). Culinary arts: Talent and their development. In R. F. Subotnik, P. Olszewski-Kubilius, & F. C. Worrell (Eds.), <i>The psychology of high performance: Developing human potential into domain-specific talent</i> (pp. 345–359). American Psychological Association. <a href="https://doi.org/10.1037/0000120-016">https://doi.org/10.1037/0000120-016</a>
<b>Government Report</b>	(National Cancer Institute, 2019)	National Cancer Institute. (2019). Taking time: Support for people with cancer (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <a href="https://www.cancer.gov/publications/patient-education/takingtime.pdf">https://www.cancer.gov/publications/patient-education/takingtime.pdf</a>
	(Ministry of Unification, 2017)	Ministry of Unification. (2017). 2017nyeon Jeongbu Eobmubogo. Korea Department of Ministry of Unification.
<b>Webpage on a Website</b>	(Fagan, 2019; National Institute of Mental Health, 2018; Woodyatt, 2019; World Health Organization, 2018)	Fagan, J. (2019, March 25). Nursing clinical brain. OER Commons. Retrieved September 17, 2019, from <a href="https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view">https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view</a> National Institute of Mental Health. (2018, July). Anxiety disorders. U.S. Department of Health and Human Services, National Institutes of Health. <a href="https://www.nimh.nih.gov/health/topics/anxiety-disorders/index.shtml">https://www.nimh.nih.gov/health/topics/anxiety-disorders/index.shtml</a> Woodyatt, A. (2019, September 10). Daytime naps once or twice a week may be linked to a healthy heart, researchers say. CNN. <a href="https://www.cnn.com/2019/09/10/health/nap-heart-health-wellness-intl-scli/index.html">https://www.cnn.com/2019/09/10/health/nap-heart-health-wellness-intl-scli/index.html</a> World Health Organization. (2018). The top 10 causes of death. Retrieved May 24, 2018, from <a href="https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death">https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death</a>
<b>International Organization Reports</b>	(UN, 2017)	UN. (2017, September 29). CRC/C/PRK/Q/5/Add.1: Concluding observations on the fifth periodic report of the Democratic People's Republic of Korea. <a href="https://undocs.org/en/CRC/C/PRK/Q/5/Add.1">https://undocs.org/en/CRC/C/PRK/Q/5/Add.1</a>

## (B) Exceptional Considerations

- o For the materials from North Korean origins, Digital Object identifier (DOI) numbers can be omitted.
- o If two authors share the same last name and the same publication year, the initials of the first names are attached. If the author's name is unknown, the reference begins with the title.

(C) **Footnotes** should be marked below the relevant text, if necessary, and should be a minimum without exceeding three sentences. Citations and references are not written as footnotes. When citing within a footnote, the method is the same as notating in-text citation.

4) **An Appendix** must be marked separately, and a title and source are required.

5) **An Address of Thanks** should be written at the bottom of the first page of the paper as a comment before footnotes.

(A) If **Research Grants** are offered, list the institution or foundation that funded: This paper was supported by an NRF (National Research Foundation of Korea) Grant funded by the Korean Government (NRF-2019-\*\*\*\*).

(B) If the research was previously presented at **an academic conference**, it should be specified.